THIS FILE IS MADE AVAILABLE THROUGH THE DECLASSIFICATION EFFORTS AND RESEARCH OF:

# THE BLACK VAULT

THE BLACK VAULT IS THE LARGEST ONLINE FREEDOM OF INFORMATION ACT / GOVERNMENT RECORD CLEARING HOUSE IN THE WORLD. THE RESEARCH EFFORTS HERE ARE RESPONSIBLE FOR THE DECLASSIFICATION OF THOUSANDS OF DOCUMENTS THROUGHOUT THE U.S. GOVERNMENT, AND ALL CAN BE DOWNLOADED BY VISITING:

HTTP://WWW.BLACKVAULT.COM

YOU ARE ENCOURAGED TO FORWARD THIS DOCUMENT TO YOUR FRIENDS, BUT PLEASE KEEP THIS IDENTIFYING IMAGE AT THE TOP OF THE .PDF SO OTHERS CAN DOWNLOAD MORE!

**U.S. Department of Justice**

**Federal Bureau of Investigation**

*Washington, D.C. 20535*

October 4, 2012

FOIPA Request No.: 1192916- 000
Subject: FILE NUMBER 62-HQ-21440 (THE FEDERAL BUREAU OF INVESTIGATION)

In response to your Freedom of Information Act (FOIA) request submitted to Winchester, VA, enclosed is a processed copy of the FBI Headquarters file 62-HQ-21440.

Material consisting of 1,340 pages has been reviewed pursuant to Title 5, U.S. Code, Section 552 and this material is being released to you in its entirety with no excisions being made by the FBI.

To minimize costs to both you and the FBI, duplicate copies of the same document were not processed therefore 1,146 pages are being released. This material is being provided to you at no charge.

In addition, due to the age and condition of the original documents, we have found that some of the copies reproduced, may be extremely difficult to read. While we realize the quality of some of the documents is poor, every effort has been made to obtain the best copies possible.

Although no denials were made to your request, we are required to inform you that you are entitled to file an administrative appeal if you so desire. Appeals should be directed in writing to the Director, Office of information Policy, U.S. Department of Justice, 1425 New York Avenue, NW, Suite 11050, Washington, D.C. 20530-0001. Your appeal must be received by OIP within sixty (60) days from the date of this letter in order to be considered timely. The envelope and the letter should be clearly marked "Freedom of Information Appeal." Please cite the FOIPA Request Number assigned to your request so that it may be identified easily.

Very truly yours,

David M. Hardy
Section Chief
Record/Information
Dissemination Section
Records Management Division

Enclosure

# FBI File No. 62-HQ-21440
# Informational Brochure Concerning
# The Federal Bureau of Investigation

## Section 1

4-94b (2-8-55)

FOLLOWING SERIALS REMOVED FROM FILE AND
DESTROYED IN ACCORDANCE WITH AUTHORITY
CONTAINED IN 66-3286-~~608~~. 748

62-21440-31 THRU 42
44 " 60
60X " 62
64 " 67
69 " 71, 76, 77
82 " 207, 210, 212, 213,
217 " 222, 224, 225,
227, 232, 233X
234 THRU 240
246 " 511
512 " 514
516 " 543
553 " 557

SEP 16 1957

(Cover and first inside pages.)

U. S. Department of Justice

BUREAU OF INVESTIGATION

A booklet concerning the work of the Bureau of Investigation

Published for the information of peace officers and law enforcement officials of the United States

SEAL.

first draft
C.T.

62-21440

62-21440-1

This booklet has been prepared to acquaint peace officers and law enforcement officials with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of Federal laws in which the United States is or may be a party in interest and its assistance of United States Attorneys in preparing Federal criminal cases for trial.

At the head of the Bureau of Investigation in Washington, D. C., is Mr. J. Edgar Hoover, Director. Under his jurisdiction there are thirty field offices, including six accounting zones, located throughout the United States. Each field office is under the immediate supervision of an Agent in Charge, who has jurisdiction in his respective district of the investigation of all reported offenses against the laws of the United States which are handled by the Bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling laws, et cetera.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government Rate Collect" to the Agent in Charge of the district in which such officer is located.

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the Bureau is anxious to receive from interested State and local officials in order to bring investigations to an early and successful conclusion:

## NATIONAL MOTOR VEHICLE THEFT ACT.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be

prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts in the matter are called to the attention of the Bureau of Investigation an appropriate investigation will be made to establish a possible violation of the National Motor Vehicle Theft Act with a view to prosecution in the United States courts.

The fact that an individual is prosecuted in the State courts for the larceny of a motor vehicle or for possession of stolen property when the motor vehicle has been stolen and transported in interstate commerce does not bar a Federal prosecution under the National Motor Vehicle Theft Act.

## WHITE SLAVE TRAFFIC ACT.

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act declares that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is anxious to receive any information that comes to your attention indicating a violation of this Act.

## NATIONAL BANKRUPTCY ACT.

It is the duty of the Bureau of Investigation to investigate alleged violations of the National Bankruptcy Act and to assist United States Attorneys in preparing such cases for trial. In this type of case particularly, local peace officers can obtain information in the form of rumors and local undercurrent reports which are not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS.

Whenever information is received by a peace officer or law enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, etc., such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether or not a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE.

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which had been stolen from such shipments, should be reported to the Bureau of Investigation.

## CRIMES ON GOVERNMENT RESERVATIONS.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on Government property, is under the jurisdiction of the Bureau of Investigation and any information concerning such crimes should be forwarded to the nearest Bureau office.

## INTERSTATE TRANSPORTATION OF LOTTERY TICKETS.

The importation into the United States for the purpose of disposing of the same, of any paper, certificate, or instrument purporting to represent a ticket, chance, share or interest in, or dependent upon the event of a lottery, gift enterprize, or similar scheme offering prizes dependent in whole or in part on chance, is a violation of the law of the United States. It is also a violation of law to ship, carry, or deposit in the mail of the United States, for delivery in any other State, any paper, certificate, or instrument purporting to represent a ticket, chance, share, or interest in, or dependent upon the event of a lottery, gift enterprize, or similar scheme offering prizes dependent in whole or in part upon lot or chance.

FUGITIVES FROM JUSTICE.

The Bureau of Investigation also conducts investigations for the purpose of causing the arrest of persons who are fugitives from justice by reason of violations of Federal laws, and of Escaped Federal Prisoners, Parole and Probation Violators, and Deserters from the Military and Naval forces of the United States.

When the arrest of a fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these Orders, the Bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the Bureau without delay.

- : -

The following is the address of the Bureau of Investigation Field Office which has jurisdiction over the district in which you are located and it will be appreciated if you will send any information which comes to your knowledge concerning a violation of a Federal law, or the location of a fugitive from justice, to the address given:

(Stamp address).

NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION.

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of over one and one-half million fingerprint records and of more than two and one-half million card index records, has been made possible by the splendid cooperation of approximately sixteen hundred law enforcement officers and agencies throughout the United States and foreign countries and is being extended at the rate of over one thousand fingerprint records each day.

The Bureau of Investigation invites each and every peace officer in the United States to avail himself of the information contained in its fingerprint records. This service is rendered to all legally constituted law enforcement officers free of any cost whatever. Fingerprint cards and franked envelopes for the transmission of records to the Division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to almost thirty thousand inquiries each month, each inquiry being answered by letter within forty-eight hours after it is received.

The Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the Division by peace officials and penal institutions.

The cooperation between police officials, sheriffs, and wardens throughout the United States and the Division of Identification and Information has been splendid. In spite of the gratifying progress which has been made in the Bureau's fingerprint work, however, there is still room for improvement. The Division of Identification is not receiving all of the fingerprint records which should be forwarded to it by the law enforcement officials of the country. The more complete

and extensive the records of [illegible] ive will be the service it can render. Your cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any peace officer who is now or who may desire to become a contributor to the records of the Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning ~~fingerprint~~ identification matters should be addressed as follows:

Director,
Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

#

JOHN EDGAR HOOVER
DIRECTOR

JPM:RBN:MB

# Department of Justice

Bureau of Investigation

Washington, D. C.

March 9, 1929.

MEMORANDUM FOR THE DIRECTOR,

Attention Mr. Tolson.

For your consideration in connection with the hand-book which is being prepared for distribution to Peace Officers, the following is submitted with reference to fugitives:

The Bureau of Investigation conducts investigations for the purpose of causing the arrest of persons who are fugitives from justice by reason of violations of Federal laws, and of Escaped Federal Prisoners, Parole and Probation Violators and Deserters from the Military and Naval forces in the United States. When a fugitive is of more than usual importance, or when his arrest is not brought about in a reasonable time, the Bureau issues an Identification Order, which is distributed to Peace Officers in all parts of the country. The Identification Order contains the photograph, fingerprints, and description of the fugitive, together with all information which might prove helpful in causing his arrest. It is of utmost importance in investigations relating to fugitives that all information be transmitted without delay to the nearest Field Office of the Bureau of Investigation.

Respectfully,

R B Nathan

62-21440-2

APR 25 1929

Prize Fight Films:

The laws of the United States prohibit the interstate transportation by mail, common carrier, or by any other means, of films or other pictorial representation of a prize fight, or encounter of pugilists, under whatever name, which is designed to be used, or may be used for public exhibition.

It is likewise unlawful for any person to receive from the mails, common carrier, or any person, the films or pictures above described, for the purpose of selling, distributing, or exhibiting said films or pictures which have been shipped in interstate commerce.

Persons violating this law, upon conviction, may be fined not more than $1000.00, or sentenced to imprisonment for hard labor for not more than one year, or both such fine and imprisonment, at the discretion of the court.

Lottery Tickets:

The importation into the United States for the purpose of disposing of the same, any paper, certificate, or instrument purporting to represent a ticket, chance, share or interest in, or dependent upon the event of a lottery, gift enterprise, or similar scheme offering prizes dependent in whole or in part on chance, is a violation of the law of the United States. It is likewise a violation to ship, carry, or deposit in the mail of the United States, for delivery in any other State, territory, or district of the United States, any paper, certificate, or instrument purporting to represent a ticket, chance, share, or interest in, or dependent upon the event of a lottery, gift enterprise, or similar scheme offering prizes dependent in whole or in part upon lot or chance.

Upon conviction for violating this law, a person may be sentenced to undergo a period of confinement not exceeding two years, and a fine of $1,000.00 may be imposed, or both such fine and imprisonment, at the discretion of the court, may be imposed on the person guilty of violating this law.

White Slave Traffic Act:

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act declares that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any territory, or the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony, and upon conviction thereof

shall be punished by a fine not exceeding $5,000.00, or by imprisonment of not more than five years, or both such fine and imprisonment.

A section of this Act also provides that any person who shall knowingly persuade, entice, induce, or coerce any woman or girl under the age of eighteen years from any State, or territory, or the District of Columbia, to any other State, or territory, or to the District of Columbia, with the purpose and intent to induce or coerce her, or that she shall be induced or coreced to engage in prostitution or debauchery, or any other immoral practice, and shall in furtherance of such purpose knowingly induce or cause her to go and to be carried or transported as a passenger in interstate commerce, shall be guilty of a felony, and on conviction thereof shall be punished by a fine of not more than $10,000.00, or by imprisonment for a term not exceeding ten years, or by both such fine and imprisonment in the discretion of the court.

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

March 9, 1929

file

The Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, which was created by an Act of Congress for the purpose of forming a central clearing house of information pertaining to criminals.

The Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of 1,650,566 fingerprint records and 2,509,665 card index records, has been made possible by the splendid cooperation of approximately sixteen hundred law enforcement agencies throughout the United States and foreign countries, and is being extended at the rate of over one thousand fingerprint records per day.

The Division of Identification and Information invites each and every peace officer to avail himself of the information contained in its files. Its service is rendered to all legally constituted law enforcement officers free of any cost whatever. Fingerprint cards and franked envelopes for the transmission of records to the Division are also supplied without cost to its correspondents. The extent to which this service is utilized by the peace officers of the country can be appreciated by the fact that during the month of January 1929, the Division of Identification and Information answered 30,599 inquiries, each inquiry being answered by letter within forty-eight hours of its receipt.

The growth and accomplishments indicated above have resulted from the cooperation of those police officials, sheriffs and wardens who have realized the importance of the work; and the fact that the Division of Identification and Information is solely a cooperative organization. The only information which the Division can supply to inquirers consists of data which have been previously transmitted to the Division by peace officials and penal institutions. Despite the gratifying progress which has been made, there is room for improvement. The Division of Identification and Information is not receiving all of the fingerprint records which should

62-21440-3
BUREAU OF INVESTIGATION
APR 25 '29 A. M.
Div. Ono

be forwarded to it by the law enforcement officials of the country. These officers should realize that the transmission of criminal identification data to the Division is not only a privilege but a duty which they owe to themselves and to their fellow officers. The more complete and extensive the records of the Division of Identification and Information become, the more effective will be the service which it may render.

Prepared by
Mr Batt
3/9/29.
C.

Best Available Copy

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

62-21440-4
BUREAU OF INVESTIGATION
APR 25 1929 A. M.
Dep. Dir.

March 9, 1929.

APR 25 1929

MEMORANDUM FOR THE DIRECTOR

Attention: Mr. Tolson

The following is submitted for your consideration in connection with the handbook you are preparing for distribution to various field offices:

47 - IMPERSONATION

Whenever information is received that any person falsely claims or did falsely claim to be an officer of the United States, or that such person fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, etc., such information should be reported to the Bureau of Investigation.

15 - THEFTS FROM INTERSTATE SHIPMENT

Any facts indicating that any person or persons did steal anything being shipped from one state to another, from any freight or express shipment, should be reported for investigation to the Bureau of Investigation; likewise, if any person receives anything stolen from such shipments, that information should be forwarded to the Bureau.

Any facts indicating that any person or persons did break the seals of a railroad freight car which contained merchandise being shipped from one state to another, should be reported to the Bureau.

70 - CRIMES ON GOVERNMENT RESERVATIONS

When information is obtained relating to any crime which has been committed on a Government reservation, or on an Indian reservation or in any Government building, or on Government property, such information may be forwarded

to the Bureau of Investigation for proper attention.

Respectfully,

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

April 12, 1929.

File

MEMORANDUM FOR THE DIRECTOR

I have read the draft of the proposed booklet to be issued by the Bureau for the information of law enforcement officials, and suggest that insufficient information appears therein with regard to violations of the Bankruptcy Act. I dare say there are many local law enforcement officers who are not at all familiar with the Bankruptcy Act or violations thereof, and I think that the larger part of the paragraph suggested by Mr. Thode should be used in this booklet in lieu of the very short paragraph which now appears therein and which conveys absolutely no information as to what constitutes a violation of the Bankruptcy Act.

I am inclined to believe that too much space is devoted to the subject Interstate Transportation of Lottery Tickets. I believe that the complete information given in the proposed booklet might be productive of an avalanche of complaints which contain little merit and I do not think the subject important enough to warrant the space which is given to it. May I suggest also that a list of the more important violations over which the Bureau has primary investigative jurisdiction might be shown at the conclusion of the descriptions of the most important violations so that law enforcement officers may refer information concerning any such violation to the proper Bureau Field Office. I have in mind, for instance, National Bank Act cases which while perhaps not warranting any special mention ought to be shown as coming under the investigative jurisdiction of the Bureau, also violations of the Corrupt Practices Act and other such matters.

It is suggested that some other word be used in place of the word "anxious" appearing in the eighth line of the paragraph under White Slave Traffic Act. Perhaps it might be necessary to change the phraseology in order to eliminate the word "anxious".

Respectfully,

J. Edgar Hoover

APR 25 1929

62-21440-5

DEPARTMENT OF JUSTICE

APR 25 1929 A

DEPT. OF JUSTICE

Div. [illegible]

APR 12 1

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

April 13, 1929.

File

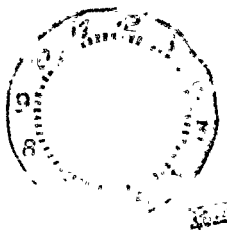
MEMORANDUM FOR THE DIRECTOR.

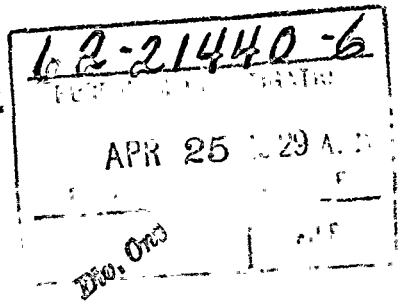
I have read the attached draft of booklet and believe it to be correct. It will be somewhat longer than I at first anticipated but I do not see that it can be much shortened and cover the ground desired.

It is possible that some of our delicately susceptible Accountants, upon reading the booklet, may feel injured by not having been referred to in its pages. Of course, the law enforcement officials for whom this booklet is intended have very little, if any, cognizance of violations that require the work of the Bureau's Accountants. You may desire, however, in order to prevent the rasping of the feelings of the skilled and arduously inclined Bureau Accountants, to include a short (very short) reference to the fact that in Mail Fraud, Bankruptcy and similar matters requiring skilled accounting work, the Bureau's Accountants are available.

Very truly yours,








APR 25 1929

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

April 15, 1939.

File C

MEMORANDUM FOR THE DIRECTOR:

I have examined the attached draft of the proposed booklet to be distributed among law enforcement officials and I believe it to be substantially correct in content.

It is my belief that the principal purposes in the issuance of such a booklet are as follows:-

1. To give a clear idea of the Bureau's general functions and the operation of its Identification Division to those law enforcement officials who may have no information whatever about the Bureau.

2. To correct the misunderstanding on the part of some law enforcement officials to the effect that the Bureau of Investigation consists only of the Identification Division or the Fingerprint Bureau in Washington.

3. To furnish all law enforcement officials with a handy reference as to the address of the local Field Office with which they should communicate when information has come to them concerning certain Federal violations to be specified.

However, I make the following suggestions for your consideration:-

It is noted that the local field office address to be stamped in this booklet occurs toward the end, just after the caption "Fugitives from Justice" and before the discussion concerning the Identification Division. It is my opinion that one of the principal purposes of this booklet is to furnish to all law enforcement officials a quick, handy reference to the address of the local field office. Therefore, I believe that this field office address should be shown immediately subsequent to the fourth paragraph on Page Two of this booklet, rather than on Page Five as at present.

I also believe that the booklet fails to truly record the scope of the Bureau's investigative activity in that it does not, by any means, mention the principal violations which we cover. I believe that the paragraph on "Interstate Transportation of Lottery Tickets" should be stricken out altogether or at least reduced in verbiage to the brevity commensurate with its relative importance.

62-21440-7

APR 25 1939

FILE

Best Available Copy



I believe that short paragraphs should also be included on the following:-

Antitrust investigations. R. No.
Bribery investigations. No
Theft of Government Property investigations.
Peonage investigations.
National Bank and Federal Reserve Act investigations. No

I also believe that the fourth paragraph on Page Two of the booklet will be ambiguous to an ordinary peace officer. The principal reason for this ambiguity will be the use of the term "etc." at the end of the preceding paragraph. In other words, I believe that the list of violations over which the Bureau does not have investigative jurisdiction should be accurately extended to include such matters as postal violations and immigration matters.

I think the phraseology used in the booklet should be "Special Agents in Charge" rather than "Agents in Charge".

In paragraph five of Page Two, the phrase "kind of information the Bureau is anxious to receive" should be changed to read "kind of information the Bureau desires to receive".

I believe that the third paragraph on Page Three should be stricken out.

The last paragraph on Page Three, dealing with violations of the National Bankruptcy Act should, in my opinion, be made consistent with the oth paragraphs by including a brief statement as to what constitute the fenses under the Bankruptcy Act.

It is my opinion that the second paragraph on Page Four, which has to do with larceny of goods in interstate commerce should be amended from the stilted language of the statute, which appears to have been used. I object principally to the phraseology "any person or persons did steal".

In the first paragraph on Page 5, I believe the words "and deserters from the Military and Naval Forces of the United States" should be eliminated. I believe that the inclusion of this would perhaps result in a deluge of undesirable deserter investigations.

I believe that the phraseology in the second and third paragraphs of Page Five should be amended to clearly show that the Identification Orders issued by the Bureau are for Federal fugitives only. Otherwise, the Bureau may receive a large number of requests from law enforcement officials to issue such Identification Orders on State fugitives.

I have already suggested that the fourth paragraph on Page Five with the space for the field office address be transferred in order, and placed immediately after the fourth paragraph on Page Two.

Otherwise, I believe the booklet presented to be in good form.

Respectfully,

J. M. Keith,
Inspector.

Encl.

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

April 15, 1930.

File

MEMORANDUM FOR THE DIRECTOR:

With reference to the booklet concerning the "Work of the Bureau of Investigation", in addition to the matters already covered by Inspector Keith in his memorandum, I would like to add, in connection with the paragraph on the National Division of Identification and Information, shown on Pages 6 and 7 of this booklet, I believe a paragraph should be added somewhat along the lines covered in Section 59, page 47 of the Bureau's Manual. Otherwise, we will receive calls by name or by finger-print classification from some country sheriffs or marshals and when we will be unable to make identifications, they will stop corresponding with the Bureau, whereas if we inform them that the identifications can only positively be made from the finger-print card, they would have a better understanding of the Identification Division's work.

Respectfully,

J. E. Egan,
Inspector.

62-21440 - 8

APR 25 1930 A M

DIV. ONE | FILE

JOHN EDGAR HOOVER
DIRECTOR

JPT:LD

# Department of Justice
Bureau of Investigation
Washington, D. C.

File C

April 16, 1929.

MEMORANDUM FOR THE DIRECTOR.

I have read the attached draft of booklet to be issued by the Bureau for the information of law enforcement officials.

In connection with the fifth paragraph on page three, which reads as follows: "The following general information shows some of the major violations of Federal laws, etc.," I suggest that it be changed to read as follows: "The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction," together with an indication of the kind of information the Bureau is desirous of receiving from interested State and Local Officials, in order that an appropriate investigation might be made and the facts submitted to the United States Attorney for prosecution in the courts of the United States.

In connection with the heading "National Bankruptcy Act," it does not appear to me that this subject is treated sufficiently in detail to apprise the local officials of the nature of the violations covered by the National Bankruptcy Act. It is believed that under the title "National Bankruptcy Act," Section 29-B of the Bankruptcy Act should be summarized for the benefit of the local peace officers.

In connection with the heading "Fugitives from Justice," it is believed that the first paragraph should read as follows: "The Bureau of Investigation also conducts investigations for the purpose of causing the arrest of persons who are fugitives from justice by reason of violations of Federal laws over which it has investigative jurisdiction, and Escaped Federal Prisoners, Parole and Probation Violators and Deserters from the Military and Naval forces of the United States. The Bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States Marshal and the other federal investigative body having primary jurisdiction have failed to locate a fugitive." I concur with the rest of the subject matter treating on the subject "Fugitives from Justice."

In my opinion, the booklet proposed to be issued is sufficient in scope. I do not think it would be advisable to list the other violations of law over which the Bureau has investigative jurisdiction. In view of

62-21440-9
RECORDED
APR 25 1929 A. M.
Dir. One

the comment made by other Bureau officials as to the desirability of showing that the Bureau investigates bribery and violations of corrupt practice act, I am strongly of the opinion that mention should not be made in this booklet relative to the Bureau's investigative jurisdiction over these types of violations. I believe that the paragraph on the subject of interstate transportation of lottery tickets is sufficiently important to justify its appearance in this booklet.

Respectfully,

J. Edgar Hoover

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

April 18, 1929

File C

MEMORANDUM FOR THE DIRECTOR:

I have read the attached draft of booklet and have but a few comments to make. It would seem to me that a booklet for the purpose of which this one is to be issued should be as short and concise as possible. However, it occurs to me that the paragraph on Interstate Transportation of Lottery Tickets is too long in comparison with the paragraph on Larceny of Goods in Interstate Commerce if the volume of statistics reported in the last annual report is taken into consideration in measuring the quantity of investigations conducted by the Bureau in these two classes of cases. It is my idea that the statistics reported in one certain class of cases would indicate not only the quantity of the cases already investigated by the Bureau, but would also indicate to a certain extent the quantum of the field in this class of case to which the Bureau activities might be extended, that is, judging solely from the statistics of the last annual report, I would say that the paragraph on Thefts in Interstate Commerce or the paragraph on Crimes on Government Reservations should have greater weight than the paragraph on the Transportation of Interstate Lottery Tickets.

Respectfully,

J. S. Fessenden

62-21440-10

BUREAU OF INVESTIGATION

APR 25 1929

DEPARTMENT

FILE

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
## Bureau of Investigation
## Washington, D. C.

WMB:MC

April 19, 1929

File C.

MEMORANDUM FOR MR. HOOVER

I have read the attached draft of the proposed booklet containing information for law enforcement agencies, and aside from the substitution of the word "identification" for "fingerprint" in the last paragraph on Page 7, I have no criticism or suggestion to make. ✓

Respectfully,

W W Cox

Chief,
Division of Identification
and Information

62-21440

RECORDED

APR 25 1929

62-21440-11
BUREAU OF INVESTIGATION
APR 25 1929 A. M.
DEPARTMENT OF JUSTICE
Dir. Off. | FILE

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

April 25, 1929.

THEFT OF GOVERNMENT PROPERTY.

File C

Whoever shall embezzle, purloin or steal any property of the United States, or shall receive the same knowing it to have been stolen, may upon conviction, be sentenced to serve a term of not more than five years in the penitentiary and fined not more than $5,000., or both, such fine and sentence may be imposed in the discretion of the court.

62-21440-12
FEDERAL BUREAU OF INVESTIGATION
APR 25 1929 A. M.
Div. (Ono)
FILE

file
C

Violations of the National Bankruptcy Act are generally reported to the Bureau by referees in bankruptcy, trustees, credit associations or creditors. However, when bankruptcy proceedings have involved local individuals the Bureau will appreciate receiving information which you may obtain relative to the concealment of physical assets prior to the bankruptcy. Information that shipments were made from the bankrupt store late at night or in a covert manner, that foreign vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations. In bankruptcy cases particularly, local peace officers can obtain information in the form of rumors and local undercurrent which is not available to an outside investigator for, especially in commercial failures, the principal losses are borne by creditors on the outside and information which is freely circulated locally is hushed when it is learned that investigation has been instituted.

Prepared by
Mr Rhode
3/9/29
C.

62-21440-13

62-21440-14
BUREAU OF INVESTIGATION
APR 25 1929 A. M.
FILE

RECORDED

NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State, Territory or the District of Columbia, to another State, Territory, or the District of Columbia, or to a foreign country, or from a foreign country to any State, Territory, or the District of Columbia, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving, as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under the National Motor Vehicle Theft Act. This Act, which is the Act of October 29, 1919, 41 Stat. at Large, 324, may be found as Sec. 408, Title 18, of the United States Code of Laws; also, as Sec. 9945a of the Barnes Federal Code.

In a prosecution under the National Motor Vehicle Theft Act, it is sufficient for a conviction that the accused person knew that the motor vehicle had been stolen and it is not necessary that he knew the vehicle was moving in interstate commerce; KATZ v. U. S., 281 Fed. 129; also, the driving of a stolen automobile from one State to another under its own power is "interstate commerce", even though no goods or passengers were transported therein for hire; WHITAKER v. U. S., 5 Fed. (2nd) 546, 269, U. S. 569. The National Motor Vehicle Theft Act referred to above reads as follows:

"This section may be cited as the National Motor Vehicle Theft Act. The term "motor vehicle" when used in this section shall include an automobile, automobile truck, automobile wagon, motor cycle, or any other self-propelled vehicle not designed for running on rails; the term "interstate or foreign commerce" shall include transportation from one State, Territory, or the District of Columbia, to another State, Territory, or the Distrist of Columbia, or to a foreign country, or from a foreign country to any State, Territory, or the District of Columbia. Whoever shall transport or cause to be transported in interstate or foreign commerce a motor vehicle, knowing the same to have been stolen, shall be punished by a fine of not more than $5,000, or by imprisonment of not more than five years, or both. Whoever shall receive, conceal, store, barter, sell, or dispose of any motor vehicle, moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, shall be punished by a fine of not more than $5,000, or by imprisonment of not more than five years, or both. Any person violating this section may be punished in any district in or through which such motor vehicle has been transported or removed by such offender."

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State or Territory and transported in interstate or foreign commerce, if the facts in the matter are called to the attention of the Bureau of Investigation, appropriate investigation to establish a violation of the National Motor Vehicle Theft Act will be promptly instituted with a view to prosecution in the United States courts.

The fact that an individual is prosecuted in the State Courts for larceny of a motor vehicle or for possession of stolen property when the motor vehicle has been stolen and transported in interstate commerce does not bar a Federal prosecution under the National Motor Vehicle Theft Act.

Prepared by
Mr. Baughman
3/9/29.
C.

Peonage

Information that any person is being or has been held, arrested, or returned to a former employer or any other person, on account of a simple debt, should be reported for investigation to the nearest office of the Bureau of Investigation.

File

62-21440-15

BUREAU OF INV...

APR 25 ... M.

Div. One

APR ... 1917

CT:AMS

April 27, 1929.

Mr. Gus T. Jones,
P. O. Box 306,
San Antonio, Texas.

Dear Mr. Jones:-

I am enclosing herewith a draft of a booklet concerning the Bureau, which has been prepared for printing and distribution to the law enforcement officials of the United States.

In view of your intimate knowledge of the Bureau's work, I should like to have you examine this material and afford me the benefit of such comments or suggestions as may occur to you in connection with the advisability of issuing such a pamphlet and also with respect to the data included therein.

Please respond to this request at your early convenience, returning the enclosure with your reply.

Very truly yours,

Director.

Encl. #163702.

Copy of enclosure in Div. One

BUREAU FILES DIVISION MAILED APR 27 1929 P. M. DEPT. OF JUSTICE

APR 29 1929 U. S. DEPT. OF JUSTICE

CT:ACS April 27, 1929.

Mr. C. D. McKean,
P. O. Box 70,
Wall Street Station,
New York, New York.

Dear Mr. McKean:-

I am enclosing herewith a draft of a booklet concerning the Bureau, which has been prepared for printing and distribution to the law enforcement officials of the United States.

In view of your intimate knowledge of the Bureau's work, I should like to have you examine this material and afford me the benefit of such comments or suggestions as may occur to you in connection with the advisability of issuing such a pamphlet and also with respect to the data included therein.

Please respond to this request at your early convenience, returning the enclosure with your reply.

Very truly yours,

Director.

BUREAU FILES DIVISION
MAILED
APR 27 1929
P. M.
DEPT. OF JUSTICE

Encl. #133701.
Copy of enclosure in Div. One.

62-32[illegible]-17
BUREAU OF [illegible]
APR 29 1929
DE[illegible]
FILE

2 Dir
Tolson C

# Department of Justice

Bureau of Investigation

P. O. Box 906,
San Antonio, Texas.
May 3, 1929.

GTJ/ML

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Referring to your letter of April 27, 1929, I believe it highly advisable to have printed for distribution to the law enforcement officials throughout each Bureau district a booklet concerning the work of the Bureau. I think it will result in an increase in business in that we will probably have called to our attention many violations that we do not receive for the reason that many local officers do not know to whom certain violations should be reported.

The only thing that I would suggest to add to the pamphlet that would be of material assistance to the Mexican border offices of the Bureau, would be to call attention of local officers to the fact that we handle and are desirous of receiving information concerning violations of the Neutrality law and that we jointly together with the Customs enforce and are interested in the President's Embargo on arms and ammunition to Mexico.

I believe that the issuance of a booklet of this kind is a step forward in common sense and efficiency.

In compliance with your request, I am returning herewith the copy of the booklet.

Very truly yours,

Gus T. Jones,
Special Agent in Charge.

Encl.
#133702.

62-21440

RECORDED 62-21440-18
MAY 22 1929

BUREAU OF INVESTIGATION
MAY 6 1929 P. M.
DEPARTMENT OF JUSTICE
Div. Tolson FILE

CT:ACS

MAY 9 1929

C D LICKEAN
DEPARTMENT OF JUSTICE
BUREAU OF INVESTIGATION
SUB-TREASURY BUILDING
NEW YORK NEW YORK

EXPEDITE REPLY BUREAU LETTER RE PROPOSED BOOKLET TO PEACE OFFICERS

JOHN EDGAR HOOVER
DIRECTOR

Best Available Copy

May 9, 1929.

PERSONAL

MEMORANDUM FOR MR. ROTHHOLDT.

Continuing the conversation had with you today by Mr. Tolson of the Bureau of Investigation, information is requested as to whether or not the Department will be able to have printed by the Government Printing Office a small booklet similar in size and length to the one attached concerning the work of the Bureau of Investigation for distribution to peace officers and law enforcement officials of the United States. The proposed booklet will have no illustrations. It is estimated that 20,000 copies of this booklet will be needed, and it is desired that the booklet be available early in June of 1929, if that is possible.

I shall appreciate an early response to this request.

Very truly yours,

Director.

Encl. #133644.

BUREAU FILES DIVISION
MAILED
MAY 9 1929
P. M.
DEPT. OF JUSTICE

BUREAU OF INVESTIGATION
MAY 10 1929
DEPT. OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

May 14, 1929.

MEMORANDUM FOR THE DIRECTOR.

In regard to Mr. McKean's letter on the draft of the booklet to be issued, the Committee believes that Mr. McKean's first suggestion, i. e. that there be omitted from this booklet "and to assist United States Attorneys in preparing such cases for trial" is a good one and should be adopted.

With regard to Mr. McKean's remarks relative to the desirability of vesting Agents in Charge with the power of indulging in some publicity, the Committee is of the opinion that this is a Departmental matter and should be considered by the Director in connection with Departmental regulations.

Very truly yours,

Approved. 5/16/29 J. E. H.

Change made.

This will be further considered. 5/16/29 J. E. H.

62-21440-21

RECORDED

JUN 11 1929

# Department of Justice
## Bureau of Investigation

Post Office Box #70
Wall Street Station
New York, New York

McK-F

May 10, 1929

PERSONAL

Mr. J. Edgar Hoover,
Director,
Bureau of Investigation,
Department of Justice,
Washington, D.C.

RECORDED

JUN 11 1929

62-21440-21

Dear Mr. Hoover:

Receipt is acknowledged of your letter of the 27th ult. enclosing draft of a booklet intended for circularization among the law enforcement officials of the United States concerning the activities of the Bureau, and requesting my views relative thereto.

I have reviewed the draft in question very carefully and I am of the opinion that the issuing of such a pamphlet will be of great benefit to the Service. The idea is most practical.

With reference to the context of same I heartily concur, with the exception of the statement contained therein under the caption NATIONAL BANKRUPTCY ACT which reads as follows: "It is the duty of the Bureau of Investigation to investigate alleged violations of the National Bankruptcy Act and to assist United States Attorneys in preparing such cases for trial." I would suggest omitting from the foregoing the following: "and to assist United States Attorneys in preparing such cases for trial;" this for the reason that as it now reads in the draft, it would open the door to requests from United States Attorneys for assistance in the actual legal work incidental to the preparation of a case for trial. In other words, the effect of same would be to make our Agents, in fact, Special Assistant District Attorneys in the preparation of a case for trial which situation, of course, would be most undesirable.

While on the subject and having in mind the purpose behind the issuance of the pamphlet, namely, the better education of peace officials as to the purposes and activities of the Bureau, a thought has occurred to me which I feel may be now opportune to describe to you.

For a long time I have felt that the real activities of the Bureau have not been fully appreciated by the public generally for the reason that said activities have only in a small degree been called to its notice or attention. This situation I am constrained to believe is detrimental to the best interests of the Bureau and reacts, unfavorably, in many ways to its full efficiency. In a word, I feel that our activities should receive a certain amount of judicious and discreet publicity, and while I am fully cognizant of the dangers attached thereto unless full discretion is exercised, I am of the belief that a method can be worked out which, without much danger, can be carried into effect.

The plan I have in mind is that hereafter the respective Agents in Charge be authorized to contact with representatives of the daily press for the purpose of releasing such items of interest to the public in connection with official investigations, which would in no way endanger the results of such investigations but which would keep before the public the real picture of the Bureau's constant activity in the enforcement of those laws which have been placed under its jurisdiction.

As a further suggestion in working this plan out, I would offer the desirability of restricting the various Agents in Charge to contacts exclusively with representatives of the Associated Press or other centralized news agencies and prohibit direct contacts with representatives of individual newspapers. I feel certain that such confidence as is necessary in a plan of this kind to be placed in the representatives of the news associations, would be fully respected by the particular organizations mentioned. Further, it is suggested such statements as are given to the press be entirely of an impersonal nature from which shall be eliminated any reference to the Agent in Charge by name or any particular Agent by name.

I am fully convinced that the plan which for some time has been in vogue of restricting Bureau publicity to one central point at Washington is not practical. In the first place, local news items to be of interest to the local newspapers in different parts of the country will be no longer news items if a delay of several hours intervenes between the incident to be published and its release for publication. This constitutes one of the serious objections to the centralized form of publicity bureau in an organization such as ours, national as it is in scope.

In conclusion, if I may be permitted to borrow a common phrase from the commercial world "IT PAYS TO ADVERTISE" I feel that a little judicious advertising will be helpful even to us, and so take the liberty of offering the above remarks for your consideration.

Director May 10, 1929



I am returning herewith the enclosure in question.

Very truly yours,

C.D. McKean,
Special Agent in Charge.

Enclosure.

May 14, 1929.

OFFICE

RECORD

MEMORANDUM FOR MR. BOARDMAN.

62-21440-22

MAY 14 1929

Replying to your memorandum of May 13, 1929, concerning the proposed booklet for distribution to law enforcement officials, please be advised that this booklet does not appear to be in conflict with the provisions of Section 219, Title 44, of the Code of Laws. Information is requested, therefore, as to whether or not the Department Division of Supplies will be able to pay for the printing of this booklet.

I should also like to know the number of copies of the pamphlet, "How to Take Fingerprints," which were printed for the Bureau by the Government Printing Office in 1926 and the cost to the Department of the same.

Anything you may be able to do to expedite the furnishing of the information requested will be very much appreciated.

Very truly yours,

Director.

sent by special messenger

C

EDW. N. BODHOLDT
CHIEF, DIVISION OF SUPPLIES AND PRINTING

Tolson

# Department of Justice

Washington

ENB-gb

May 13, 1929.

62-21440

MEMORANDUM FOR THE DIRECTOR OF THE BUREAU OF INVESTIGATION.

Reference is made to your memorandum of May 9th concerning the possible procurement of a small booklet which you desire for distribution to Peace Officers and Law Enforcement Officials. Information is desired as to whether you consider this booklet will come within the meaning of Section 219, Title 44 of the Code of Law. Kindly let me have your views.

Very truly yours,

Edw. N. Bodholdt

Chief, Division of
Supplies and Printing.

RECEIVED
MAY 14 1929

62-21440-22
BUREAU OF INVESTIGATION
P. M.
Tolson

(Cover and first inside pages.)

U. S. Department of Justice

BUREAU OF INVESTIGATION

A booklet concerning the work of the Bureau of Investigation

Published for the information of peace officers and law enforcement officials of the United States

Second draft
C.

(SEAL)

62-21440-23

RECORDED

MAY 22 1929

INVESTIGATION
MAY 22 1929 A. M.
JUSTICE
FILE

62-21440



xde C.

This booklet has been prepared to acquaint peace officers and law enforcement officials with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of ~~Federal~~ laws in which the United States is or may be a party in interest and its assistance of United States Attorneys in preparing Federal criminal cases for trial.

At the head of the Bureau of Investigation in Washington, D. C., is Mr. J. Edgar Hoover, Director. Under his jurisdiction there are thirty field offices, including six accounting zones, located throughout the United States. Each field office is under the immediate supervision of a Special Agent in Charge, who has jurisdiction in his respective district of the investigation of all reported offenses against the laws of the United States which are handled by the Bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal, or Immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government Rate Collect" to the Special Agent in Charge of the district in which such officer is located.

The address of the Bureau of Investigation Field Office having jurisdiction over the district in which you are located is as follows:

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the Bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the courts of the United States:

## NATIONAL MOTOR VEHICLE THEFT ACT.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts in the matter are called to the attention of the Bureau of Investigation an investigation will be made to establish a possible violation of the National Motor Vehicle Theft Act.

## WHITE SLAVE TRAFFIC ACT.

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act declares that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## NATIONAL BANKRUPTCY ACT.

It is the duty of the Bureau of Investigation to investigate

alleged violations of the National Bankruptcy Act and to assist United States Attorneys in preparing such cases for trial.

Violations of the Bankruptcy Act are generally reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when bankruptcy proceedings involve local individuals the Bureau will appreciate receiving any information which you may obtain relative to the concealment of physical assets prior to the bankruptcy. Information that shipments were made from the bankrupt store late at night or in a covert manner, that foreign vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations. In bankruptcy cases particularly, local peace officers can obtain valuable information in the form of rumors and local undercurrent reports which are not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS.

Whenever information is received by a peace officer or law enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether or not a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE.

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

## THEFT OF GOVERNMENT PROPERTY.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property

knowing the same to have been stolen, and the Bureau of Investigation has investigative jurisdiction over offenses of this nature.

CRIMES ON GOVERNMENT RESERVATIONS.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on Government property, is under the jurisdiction of the Bureau of Investigation and any information concerning such crimes should be forwarded to the nearest Bureau Office.

- : -

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the National Bank and Federal Reserve Acts, Anti-trust laws, the Corrupt Practices Act, Perjury, Bribery, Crimes on the High Seas, Interstate Transportation of Lottery Tickets and Prize-Fight Films, Peonage matters, Illegal Use of Government Transportation Requests, and other miscellaneous Federal statutes.

- : -

FUGITIVES FROM JUSTICE.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of Escaped Federal Prisoners, and Parole and Probation Violators. The Bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States Marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the

individual may be discontinued. If you do not already receive these Orders, the Bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest Bureau Office without delay.

#

NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION.

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of over one and one-half million fingerprint records and of more than two and one-half million card index records, has been made possible by the splendid cooperation of approximately sixteen hundred law enforcement officials and agencies throughout the United States and foreign countries and is being extended at the rate of over one thousand fingerprint records each day.

The Bureau of Investigation invites each and every peace officer in the United States to avail himself of the information contained in its fingerprint records. This service is rendered to all legally constituted law enforcement officers free of any cost whatever. Fingerprint cards and franked envelopes for the transmission of records to the Division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to almost thirty thousand inquiries each month, each inquiry being answered by letter within forty-eight hours after it is received.

The records of the Identification Division are based primarily on fingerprints and it is difficult to make positive identification unless fingerprints are furnished. However, a card-index system is

maintained through which on numerous occasions an accurate identification is made possible by the name or alias of an individual coupled with some descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the Division by law enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens throughout the United States and the Division of Identification has been splendid. In spite of the gratifying progress which has been made in the Bureau's fingerprint work, however, there is still room for improvement. The Division of Identification is not receiving all of the fingerprint records which should be forwarded to it by the law enforcement officials of the country. The more complete and extensive the records of the Division become, the more effective will be the service it can render. Your cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any law enforcement officer who is now, or who may desire to become, a contributor to the records of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

Director,
Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

#

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

May 5, 1929.

MEMORANDUM FOR THE DIRECTOR.

In Re: Booklet to be published for information of law enforcement officials.

Memo to Director 5/14/29 Jn

With regard to the cover and first inside pages, I believe the statement reading as follows - "A booklet concerning the work of the Bureau of Investigation - Published for the information of peace officers and law enforcement officials of the United States," is not a full and complete sentence. It is my impression that the sub-heading should read as follows: "This booklet concerning the work of the Bureau of Investigation is published for the information of peace officers and law enforcement officials of the United States." I believe the sentence under the heading "Theft of Government Property" is too long. It should read in my opinion as follows: "It is a violation of a Federal law to embezzle, purloin or steal any property of the United States or to receive such property, knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature."

Under the heading, "Crimes on Government Reservations," but not pertaining thereto, (2nd paragraph), listing the additional violations over which the Bureau has investigative jurisdiction, it is my belief that no mention should be made therein that the Bureau undertakes to conduct investigations of violations of corrupt practice act or any bribery cases. To publicly advertise the fact that the Bureau conducts investigations of the corrupt practice act is apt to flood the Bureau with complaints received by sheriffs and other law enforcement officials who obtain their positions by election when their favorite candidate for some Federal office meets with defeat, in which case, of course, the Bureau would not undertake to initiate immediately an investigation of the complaint as furnished by the said peace officer, but would in turn, refer it to the Department which might or might not authorize the investigation to be conducted.

62-21440-24
BUREAU OF INVESTIGATION
MAY 14 1929 A. M.
DEPARTMENT OF JUSTICE
DIV. ONE FILE

MAY 22 1929

It can be appreciated that if law enforcement officials of the political type are offended by the inability of the Bureau to conduct an investigation relating to a violation of the corrupt practice act, due to Departmental instructions, it would seem apparent that the Bureau would incur the ill-will of the officials which it is trying to cultivate by the issuance of this booklet. No mention should be made in this booklet relative to the investigative jurisdiction of the Bureau over any type of violation unless the Bureau can proceed of its own initiative without departmental authorization or instructions to proceed with the investigation.

In regard to bribery, I am of the strong opinion that no mention in this booklet should be made of the investigative jurisdiction of this Bureau in these types of cases. It is believed that nine-tenths of the bribery cases tried in the courts of the United States, although the writer has no statistics by which to substantiate the percentage given, result from the actions of officers of the Government, who are charged with the duty, either directly or indirectly, with investigating violations of the National Prohibition Amendment or the Customs Laws.

It should not be the policy of the Bureau to encourage the receiving of complaints relative to the misconduct of other officers of the Government. By that, I do not mean that the Bureau should not be ever on the alert to protect the interest of the Government from the corruption of its agents or employees, no matter in what department or branch of the Government they might be serving, but I do not think that where the Bureau would first have to obtain departmental authorization to proceed with an investigation involving the alleged corruption of another officer of the Government, the Bureau should encourage receiving complaints of this kind. It must be borne in mind that, ordinarily before the Department will issue any instructions requesting the investigation of the corruption of an officer of another branch of the Government, the matter must be first taken up with the head of the Department in which the employee is employed. Ordinarily, when an official of another branch of the Government has been guilty of accepting a bribe, the investigation of the circumstances into the acceptance of the said bribe is usually conducted by the investigative organization of the Department in which the employee is affiliated.

It is therefore respectfully suggested that no mention be made in this Manual in regard to the investigative jurisdiction of the Bureau in cases involving violations of the corrupt practice act and bribery.

With reference to the first paragraph on page 2, which purports to define the purpose of the booklet, it is suggested that the words, "in which the United States is or may be a party in interest" be omitted, as they seem to be surplusage. It is apparent that the United States is interested in all alleged violations of Federal laws.

Respectfully,

J. P. MacFarland

From

**OFFICE OF THE DIRECTOR, BUREAU OF INVESTIGATION**

To

**OFFICIAL INDICATED BELOW BY CHECK MARK**

---

Attorney General ☐

General Donovan ☐

General Luhring ☐

General Willebrandt ☐ Proposed booklet re work of Bureau.

General Marshall ☐

Mr. Chase ☐

Mr. Carusi ☐

Mr. Baldwin ☐ For approval or further comment.

Mr. Stewart ☐

Assistant Director ☐

Inspectors Egan ☑ Keith ☑

Chief, Division 3 ☑ ✓ Expedite.

Chief, Division 5 ☐ 5-1-29.

Chief, Division 6 ☑

Chief, Division 7 ☑ ✓

Miss Gandy ☐

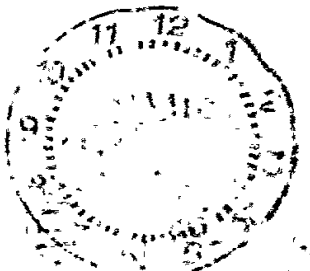
Personnel Filing Section ☐

Chief, Div 4 ☑ ✓

☐

☐

7—1554 U. S. GOVERNMENT PRINTING OFFICE: 1927



5/7/29

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

May 7, 1929.

MEMORANDUM FOR THE DIRECTOR.

I have examined and approve the attached draft of the proposed booklet concerning the work of the Bureau of Investigation to be distributed among law enforcement officials of the United States.

Respectfully,

J. M. KEITH,
Inspector.

Also approved by Mr. Edgar 5-21-29

62-27440-25

MAY 22 1929

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

May 11, 1929.

File

MEMORANDUM FOR THE DIRECTOR.

With regard to the suggestion of Agent in Charge Jones, relative to the inclusion in the leaflet to be sent to the field of information relative to the handling by the Bureau of the Neutrality Law and kindred violations, the Committee, consisting of Messrs. Keith, Tolson, Hughes and the writer, was of the opinion that this may be mentioned by name in the list of additional violations referred to in said pamphlet.

Very truly yours,

62-21440-26

RECORDED

MAY 22 1929

Dep Ans Tolson

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

May 14, 1929.

2
Folson C.

MEMORANDUM FOR THE DIRECTOR.

With regard to the first suggestion made by Mr. MacFarland relative to the booklet attached hereto, the Committee sees nothing to be gained by changing the title of said booklet.

The Committee believes that it would do no harm to permit a reference to the fact that the Bureau investigates violations of the Corrupt Practices Act and Bribery cases to remain in this booklet. This is simply a list of names of the cases in which the Bureau may function investigatively, in the event that the circumstances permit.

The Committee believes that the suggestion contained in the last paragraph of Mr. MacFarland's letter is well founded, and has eliminated the word "Federal" from the paragraph in question.

Very truly yours,

Recommendations approved.
5/16/29 J. E. H.

62-21440-27

RECORDED

MAY 22 1929

JOHN EDGAR HOOVER
DIRECTOR

Tolson C.
2

# Department of Justice
Bureau of Investigation
Washington, D. C.

May 18, 1929.

MEMORANDUM FOR THE DIRECTOR.

Mr. Bodholdt telephoned me this morning with respect to the Bureau memorandum addressed to him on May 14, concerning the booklet to be distributed to law enforcement officials.

Mr. Bodholdt stated that in his opinion the best method of proceeding in this matter would be to forward the draft of the booklet to the Government Printing Office with a request for the printing of the same and in this manner a decision could be secured as to whether or not the contents of the booklet are in any way inconsistent with any existing regulations.

Mr. Bodholdt was asked specifically whether or not the Department would pay for the printing of the booklet in the event the Government Printing Office will do the work and he replied that he thought this could be done. I requested a formal reply to the Bureau memorandum to that effect and he stated he would prepare the same early next week.

Inasmuch as the Section of the Code of Laws to which Mr. Bodholdt referred in his previous memorandum does not appear to preclude the publication of such a booklet, I believe Mr. Bodholdt's suggestion should be followed and that the material should be forwarded to him in the regular way, by memorandum, requesting the printing of same.

memo Division
Supply
5-22-29

Respectfully,

Clyde a. Tolson

62-21440-28

RECORDED
MAY 22 1929

Approved 5/16/29 J.E.H.

62-21440

Dir. Off.
Tolson
Ass. Dir.

May 22, 1929.

MEMORANDUM FOR MR. BODHOLDT.

There is attached hereto a draft of a booklet concerning the work of the Bureau of Investigation, for distribution to peace officers and law enforcement officials of the United States. It is requested that the printing of twenty thousand copies of this booklet be ordered through the Government Printing Office.

The size and form of the booklet and the printing contained therein should follow that used in the attached booklet entitled "How To Take Finger Prints." You will note that a space has been provided following the fifth paragraph on page two of the attached copy so that the address of a Bureau field office may be stamped therein before the distribution of copies of this booklet.

The Bureau, of course, desires proof of this material before the actual printing is undertaken.

Your cooperation in expediting this printing work will be greatly appreciated.

Very truly yours,

Encl. 129085.

Director.

62-[illegible]-29

(Cover and first inside pages.)

U. S. Department of Justice

BUREAU OF INVESTIGATION

A booklet concerning the work of the Bureau of Investigation

Published for the information of peace officers and law enforcement officials of the United States

(SEAL)

Final draft

This booklet has been prepared to acquaint peace officers and law enforcement officials with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws in which the United States is or may be a party in interest.

At the head of the Bureau of Investigation in Washington, D. C., is Mr. J. Edgar Hoover, Director. Under his jurisdiction there are thirty field offices, including six accounting zones, located throughout the United States. Each field office is under the immediate supervision of a Special Agent in Charge, who has jurisdiction in his respective district of the investigation of all reported offenses against the laws of the United States which are handled by the Bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ("not" to be printed in italics) have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal, or Immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government Rate Collect" to the Special Agent in Charge of the district in which such officer is located.

The address of the Bureau of Investigation Field Office having jurisdiction over the district in which you are located is as follows:

(Leave space for seven-line stamp address)

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the Bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the courts of the United States:

## NATIONAL MOTOR VEHICLE THEFT ACT.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts in the matter are called to the attention of the Bureau of Investigation an investigation will be made to establish a possible violation of the National Motor Vehicle Theft Act.

## WHITE SLAVE TRAFFIC ACT.

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act declares that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## NATIONAL BANKRUPTCY ACT.

It is the duty of the Bureau of Investigation to investigate alleged violations of the National Bankruptcy Act. Violations of this Act are generally reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when bankruptcy proceedings involve local individuals the Bureau will appreciate receiving any information which you may obtain relative to the concealment of physical assets prior to the bankruptcy.

Information that shipments were made from the bankrupt store late at night or in a covert manner, that foreign vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations.

In bankruptcy cases particularly, local peace officers can obtain valuable information in the form of rumors and local undercurrent reports which are not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS.

Whenever information is received by a peace officer or law enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether or not a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE.

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION
OF GOVERNMENT PROPERTY.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature.

CRIMES ON GOVERNMENT RESERVATIONS.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on Government property, is under the jurisdiction of the Bureau of Investigation and any information concerning such crimes should be forwarded to the nearest Bureau Office.

- : -

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the National Bank and Federal Reserve Acts, Anti-trust laws, Neutrality laws and related matters, the Corrupt Practices Act, Perjury, Bribery, Crimes on the High Seas, Interstate Transportation of Lottery Tickets and Prize-Fight Films, Peonage matters, Illegal Use of Government Transportation Requests, and other miscellaneous Federal statutes.

- : -

FUGITIVES FROM JUSTICE.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of Escaped Federal Prisoners, and Parole and Probation Violators. The Bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States Marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is

known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these Orders, the Bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest Bureau Office without delay.

## NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION.

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of over one and one-half million fingerprint records and of more than two and one-half million card index records, has been made possible by the splendid cooperation of approximately sixteen hundred law enforcement officials and agencies throughout the United States and foreign countries and is being extended at the rate of over one thousand fingerprint records each day.

The Bureau of Investigation invites each and every peace officer in the United States to avail himself of the information contained in its fingerprint records. This service is rendered to all legally constituted law enforcement officers free of any cost whatever. Fingerprint cards and franked envelopes for the transmission of records to the Division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to almost thirty thousand inquiries each month, each inquiry being answered by letter within forty-eight hours after it is received.

The records of the Identification Division are based primarily on fingerprints and it is difficult to make positive identification

unless fingerprints are furnished. However, a card-index system is maintained through which on numerous occasions an accurate identification is made possible by the name or alias of an individual coupled with some descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the Division by law enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens throughout the United States and the Division of Identification has been splendid. In spite of the gratifying progress which has been made in the Bureau's fingerprint work, however, there is still room for improvement. The Division of Identification is not receiving all of the fingerprint records which should be forwarded to it by the law enforcement officials of the country. The more complete and extensive the records of the Division become, the more effective will be the service it can render. Your cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints. Any law enforcement officer who is now, or who may desire to become, a contributor to the records of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

Director,
Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

May 22, 1929.

MEMORANDUM FOR MR. BODHOLDT.

There is attached hereto a draft of a booklet concerning the work of the Bureau of Investigation, for distribution to peace officers and law enforcement officials of the United States. It is requested that the printing of twenty thousand copies of this booklet be ordered through the Government Printing Office.

The size and form of the booklet and the printing contained therein should follow that used in the attached booklet entitled "How To Take Finger Prints." You will note that a space has been provided following the fifth paragraph on page two of the attached copy so that the address of a Bureau field office may be stamped therein before the distribution of copies of this booklet.

The Bureau, of course, desires proof of this material before the actual printing is undertaken.

Your cooperation in expediting this printing work will be greatly appreciated.

Very truly yours,

Encl. 129085.

Director.

(Cover and first inside pages.)

U. S. Department of Justice

BUREAU OF INVESTIGATION

A booklet concerning the work of the Bureau of Investigation

Published for the information of peace officers and law enforcement officials of the United States

(SEAL)

Fine example.

This booklet has been prepared to acquaint peace officers and law enforcement officials with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws in which the United States is or may be a party in interest.

At the head of the Bureau of Investigation in Washington, D. C., is Mr. J. Edgar Hoover, Director. Under his jurisdiction there are thirty field offices, including six accounting zones, located throughout the United States. Each field office is under the immediate supervision of a Special Agent in Charge, who has jurisdiction in his respective district of the investigation of all reported offenses against the laws of the United States which are handled by the Bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ("not" to be printed in italics) have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal, or Immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government Rate Collect" to the Special Agent in Charge of the district in which such officer is located.

The address of the Bureau of Investigation Field Office having jurisdiction over the district in which you are located is as follows:

(Leave space for seven-line stamp address)

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the Bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made of facts submitted to the United States Attorney for prosecution in the courts of the United States:

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts in the matter are called to the attention of the Bureau of Investigation an investigation will be made to establish a possible violation of the National Motor Vehicle Theft Act.

## WHITE SLAVE TRAFFIC ACT.

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act declares that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## NATIONAL BANKRUPTCY ACT.

It is the duty of the Bureau of Investigation to investigate alleged violations of the National Bankruptcy Act. Violations of this Act are generally reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when bankruptcy proceedings involve local individuals the Bureau will appreciate receiving any information which you may obtain relative to the concealment of physical assets prior to the bankruptcy.

Information that shipments were made from the bankrupt store late at night or in a covert manner, that foreign vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations.

In bankruptcy cases particularly, local peace officers can obtain valuable information in the form of rumors and local undercurrent reports which are not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS.

Whenever information is received by a peace officer or law enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether or not a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE.

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature.

## CRIMES ON GOVERNMENT RESERVATIONS.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on Government property, is under the jurisdiction of the Bureau of Investigation and any information concerning such crimes should be forwarded to the nearest Bureau Office.

- : -

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the National Bank and Federal Reserve Acts, Anti-trust laws, Neutrality laws and related matters, the Corrupt Practices Act, Perjury, Bribery, Crimes on the High Seas, Interstate Transportation of Lottery Tickets and Prize-Fight Films, Peonage matters, Illegal Use of Government Transportation Requests, and other miscellaneous Federal statutes.

- : -

## FUGITIVES FROM JUSTICE.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of Escaped Federal Prisoners, and Parole and Probation Violators. The Bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States Marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is

known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these Orders, the Bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest Bureau Office without delay.

## NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION.

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of over one and one-half million fingerprint records and of more than two and one-half million card index records, has been made possible by the splendid cooperation of approximately sixteen hundred law enforcement officials and agencies throughout the United States and foreign countries and is being extended at the rate of over one thousand fingerprint records each day.

The Bureau of Investigation invites each and every peace officer in the United States to avail himself of the information contained in its fingerprint records. This service is rendered to all legally constituted law enforcement officers free of any cost whatever. Fingerprint cards and franked envelopes for the transmission of records to the Division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to almost thirty thousand inquiries each month, each inquiry being answered by letter within forty-eight hours after it is received.

The records of the Identification Division are based primarily on fingerprints and it is difficult to make positive identification

unless fingerprints are furnished. However, a card-index system is maintained through which on numerous occasions an accurate identification is made possible by the name or alias of an individual coupled with some descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the Division by law enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens throughout the United States and the Division of Identification has been splendid. In spite of the gratifying progress which has been made in the Bureau's fingerprint work, however, there is still room for improvement. The Division of Identification is not receiving all of the fingerprint records which should be forwarded to it by the law enforcement officials of the country. The more complete and extensive the records of the Division become, the more effective will be the service it can render. Your cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints. Any law enforcement officer who is now, or who may desire to become, a contributor to the records of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

Director,
Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

EDW. N. BODHOLDT
CHIEF, DIVISION OF SUPPLIES AND PRINTING

# Department of Justice

Washington ENB-ec

12
Tolson C

May 22, 1929.

MEMORANDUM FOR THE DIRECTOR OF THE BUREAU OF INVESTIGATION.

With reference to your memorandum of May 14th, concerning the proposed booklet for distribution to law enforcement officials, I wish to advise you that the necessary arrangements concerning the printing of this booklet were accomplished with your Mr. Tolson. ✓

Very truly yours,

Edw. N. Bodholdt

Chief, Division of
Supplies and Printing.

62-21440

RECORDED

MAY 29 1929

0

62-21440-30
BUREAU OF INVESTIGATION
MAY 28 1929 A. M.
FILE

Div. Two Tolson

EMMS
62-21440-43

RECORDED

July 17, 1929.

Mr. R. H. Colvin,
P. O. Box 1527,
Dallas, Texas.

Dear Sir:

The Bureau is in receipt of your communication of July 10th., with attached draft of a letter mailed by you on July 10th., to peace and law enforcement officers in your jurisdiction.

The Bureau approves the draft in question but desires to call your attention, however, to Section 69 of the Bureau's Manual of Rules and Regulations, which would indicate that letters of this nature should receive prior approval before transmission to the prospective recipients.

Very truly yours,

Director.

RECORDED

# Department of Justice

Bureau of Investigation
P.O. Box 1327,
Dallas, Texas.

July 10, 1929.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D.C.

ATTENTION: Mr. J.E. Hoover.

Dear Sir:-

Please refer to my letter of June 19, 1929, in which I reported having distributed to the various peace and law enforcement officers in this District, copies of the pamphlet sent out by the Bureau concerning work of the Bureau, and since which time I have mailed additional copies of said pamphlet to all State District Attorneys in this District.

In order to renew attention to the pamphlet I have prepared a mimeograph form letter which I am mailing out today to about two hundred and twenty peace and law enforcement officers who received the previous pamphlet, and I am attaching hereto a copy of said mimeograph letter for your attention.

Very truly yours,

R.H. Colvin,
Special Agent in Charge.

RHC:LMS
cc Dallas.

RECORDED

62-21440-43

U. S. DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A BOOKLET CONCERNING THE WORK
OF THE BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION OF
PEACE OFFICERS AND LAW-ENFORCEMENT
OFFICIALS OF THE UNITED STATES

UNITED STATES
GOVERNMENT PRINTING OFFICE
WASHINGTON : 1929

62-214440

Best Available Copy

JMK:ACS

June 11, 1929.

MEMORANDUM FOR THE DIRECTOR.

You will note from Section 6 of the new edition of the Manual that all field offices are required on January 15, of each year to forward to the Bureau an alphabetically arranged list of all law enforcement officials in their districts.

I believe that among other things, the following use should be made of the above information:-

The Bureau recently issued a pamphlet concerning its work for the information of peace officers. It is my opinion that on or about February 15, of each year such pamphlet could be reprinted by the Bureau in such a form as to make it of use and benefit to all law enforcement officials as a reference book practically every day of the year. In other words, I believe that on or about February 1, 1930, the Bureau should reissue this booklet and the first few pages of the same should contain the same information as in the last issue. I believe that following the section devoted to the National Division of Identification and Information, there should be printed a list of the contributors to the same.

Following this, I believe that there should be listed alphabetically as to states all United States Commissioners, United States Marshals, United States Attorneys, United States District Judges, and Bureau Field Offices. In other words, when the state of Alabama is listed, under the name of this state should be shown all of the above Federal officials including the Bureau's Field Office which covers such state. Following this, for each state should be a list arranged in alphabetical order as to cities in that state of all Chiefs of Police, sheriffs, wardens of penal institutions, etc.

If in 1930 the booklet is reissued in such form, I believe that it will be daily used by peace officers throughout the United States for reference purposes in obtaining the names and addresses of the various peace officers with whom they desire to communicate. If the booklet does meet with

62-21440

such daily use, then there is no question but that the propaganda favorable to the Bureau disseminated through it will become more effective.

I have talked with Inspector Egan concerning this matter and he believes as I do.

Respectfully,

J. M. SMITH,
Inspector.

JOHN EDGAR HOOVER
DIRECTOR

Tolson

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

November 23, 1929.

MEMORANDUM FOR THE DIRECTOR.

62-21440

I beg to suggest that consideration be given to the desirability of re-issuing, about January 1, 1930, the booklet to peace officers and law-enforcement officials of the United States concerning the work of the Bureau.

In view of the fact that the field office territory in some sections of the country has been reallocated, it is believed that to re-issue the pamphlet would tend to establish the location of the respective field offices in the minds of peace officers generally. It is also believed that the booklet can be improved in some respects.

It would seem that the booklet should be given much wider circularization than the present booklet received. The first edition was only issued to those peace officers and law-enforcement officials who were on the field office lists to receive Identification and Apprehension Orders. In other words, it was sent only to those officials who already were acquainted with the Bureau's work. I believe the pamphlet should be placed in the hands of every Chief of Police, County Attorney, County Sheriff and penal institution in the United States. This could be done through Bureau field offices with very little cost to the Government.

Respectfully,

Clyde A. Tolson

62-21440-63
BUREAU OF INVESTIGATION

NOV 23 1929

NOV 26 1929

NOV 26 1929 A.M.
DEPARTMENT OF JUSTICE
FILE

Please start the revision & let me have a draft.

11/23/29 V. a. H.

Div. One TOLSON

Memo Lindbergh
11-26-29 C.T.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

December 2, 1929.

62-21440

MEMORANDUM FOR THE DIRECTOR

In reply to your memorandum of November 26, 1929, in which you state consideration is being given to the advisability of re-issuance, on January 1, 1930, of the booklet to peace officers and law enforcement officials of the United States, I desire to suggest the following:

I believe that the information contained in the booklet published in the past should be incorporated in a directory for peace officers which would be of constant practical use and benefit to them. In this way the publicity concerning the Bureau's work will be constantly before them because they will retain the booklet for reference purposes instead of, perhaps, discarding it as undoubtedly has been the case with the booklet in its present form. My idea would be to preface the new booklet with the information at present set forth and follow this with the directory of officials, arranged alphabetically by States. I believe that the Bureau could well use the names and addresses of the peace officers which will be furnished it on January 15, 1930, by each of the twenty-eight field offices. My idea would be to start the directory off by showing first, the State of Alabama, then giving the address of the Bureau Field Office which handles investigative work for that State, followed by the names and addresses of the United States Attorneys, United States Marshals, and United States Commissioners. Following this, I believe that a list alphabetically arranged as to cities, should be set forth showing the names of the police chiefs, sheriffs, superintendents of penal institutions, etc. The other forty-eight states in the Union should then follow in alphabetical order.

I believe that a booklet directory in this form would be of very valuable assistance for reference purposes to peace officers throughout the United States generally, and that they would appreciate receiving it. I believe that they would retain it for reference purposes and in so retaining constantly have before them in the preface an outline of the cases which should be referred to this Bureau for investigative action.

62-21440-68

DEC 16 1929

DEC 5 1929

Div. Two
Tolson

I also feel that such a directory might well be issued to each Special Agent in the service. I think that he would find it of inestimatable value in performing his investigative work.

Respectfully,

J. M. KEITH,
Inspector.

JMK:APK

JEH:MO'B

62-21440-12

December 23, 1929.

RECORDED

DEC 28 1929

MEMORANDUM FOR MR. NATHAN.

In regard to the attached memorandum of Mr. Tolson, dated December 21, transmitting a copy of the new booklet of work of the Bureau of Investigation, I am desirous of having it submitted to each of the Division Heads of the Bureau for approval, or indication of such changes as they think should be made.

Very truly yours,

Encl.

Director.

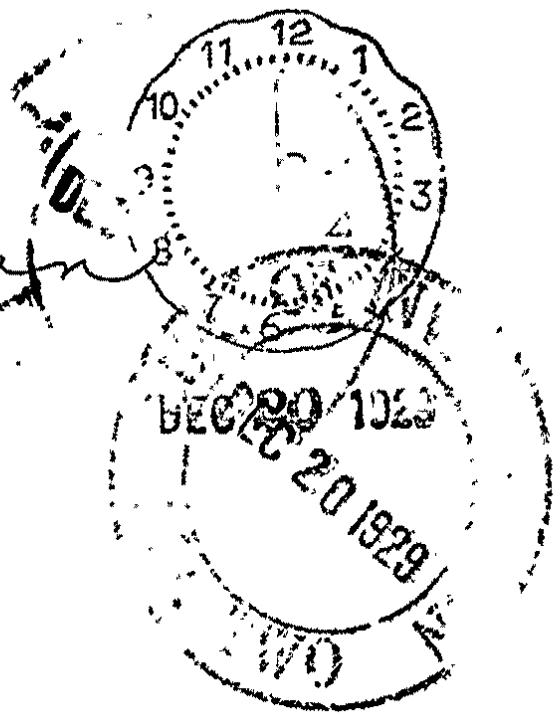
Miss Gandy:-

I submitted the attached to Mr. Nathan for his approval. His initials are on the first carbon.

A.C.S.

Din One

Mr. Nathan



CT:ACS

December 21, 1939.

MEMORANDUM FOR THE DIRECTOR.

Attached hereto is a draft of the booklet entitled "The Work of the Bureau of Investigation". The changes made in the revised copy are minor ones, simply correcting the phraseology used and bringing the information up to date. I believe at least 50,000 copies of this booklet should be printed, in the same form as the present edition, and that these copies should be widely circularized, through the Bureau field offices, to Chiefs of Police, penal institutions, local identification bureaus, State and County prosecuting officials, and local Sheriffs. The cost to the Department of printing this number of copies should not exceed $500.00.

Respectfully,

Clyde A. Tolson.

62-21440-72

DEC 2[illegible]

U. S. DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A booklet concerning the work of
the Bureau of Investigation

PUBLISHED FOR THE INFORMATION OF PEACE
OFFICERS AND LAW-ENFORCEMENT OFFICIALS.

(SEAL)

# THE WORK OF THE BUREAU OF INVESTIGATION

This booklet has been prepared to acquaint peace officers and law-enforcement officials with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws in which the United States is or may be a party in interest.

Mr. J. Edgar Hoover is the Director of the Bureau of Investigation at Washington, D. C. Under his jurisdiction there are 29 field offices, including 6 accounting zones, located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the supervision of the bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not (the word "not" to be in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government rate collect" to the Special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having jurisdiction over the district in which you are located is as follows:

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the courts of the United States:

NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau of Investigation an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

WHITE SLAVE TRAFFIC ACT

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any Territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

NATIONAL BANKRUPTCY ACT

It is the duty of the Bureau of Investigation to investigate alleged violations of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when local individuals are involved, the bureau will appreciate receiving any information which you may obtain relative to the concealment of physical assets prior to the bankruptcy, or other violations of this act.

Information that shipments were made from the bankrupt store late at night or in a covert manner, that vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations.

In bankruptcy cases particularly, local peace officers can obtain valuable information which is not available to an outside investigator.

IMPERSONATION OF GOVERNMENT OFFICIALS

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

LARCENY OF GOODS IN INTERSTATE COMMERCE

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature.

CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation and any information concerning such crimes should be forwarded to the nearest bureau office.

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the national bank and Federal reserve acts, antitrust laws, neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, interstate transportation of lottery tickets and prize-fight films, peonage matters, illegal use of Government transportation requests, and other miscellaneous Federal statutes.

## FUGITIVES FROM JUSTICE

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. The bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest bureau office without delay.

## NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of approximately two million fingerprint records and of over two and three-fourths million card-index records, has been made possible by the splendid cooperation of over 8,200 law-enforcement officials and agencies throughout the United States and

foreign countries and is being extended at the rate of approximately 1,300 fingerprint records each day.

The Bureau of Investigation invites all peace officers to avail themselves of the information contained in its fingerprint records. This service is rendered to all legally constituted law-enforcement officers free of any cost. Fingerprint cards and franked envelopes for the transmission of records to the division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to approximately 35,000 inquiries each month, each inquiry being answered by letter within 48 hours after it is received.

The records of the identification division are based solely on fingerprints and it is impossible to make positive identification unless fingerprints are furnished. However, a card-index system is maintained which supplements and amplifies the fingerprint records by names and aliases of individuals, coupled with descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted tothe division by law-enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens and this division has been splendid. In spite of the gratifying progress which has been made in the bureau's fingerprint work, however, there is still room for improvement. The division of identification and information is not receiving all of the fingerprint records which should be forwarded to it by the law-enforcement officials of the country. The more complete and extensive the records of the division become the more effective will be the service it can render. Your full cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as "How to Take Fingerprints, which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

Mr. J. Edgar Hoover,
Director, Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

December 27, 1929.

MEMORANDUM FOR THE DIRECTOR

With reference to your memorandum of December 23rd, attaching a copy of the proposed new booklet of the work of the Bureau of Investigation, permit me to suggest that on the cover leaf and also in the first line of Paragraph #1, Page #1, the phraseology attempts a distinction between peace officers and the law enforcement officials, terms which we have generally considered as mutually inclusive. I would suggest that this terminology be changed to read "Law Enforcement Officials and Agencies".

It is also noted that the second paragraph of Page #1, is introduced with the statement that Mr. J. Edgar Hoover is the Director of the Bureau of Investigation at Washington, D. C. I believe it would be much better were the booklet to be published under your name or to merely conclude as it does with your address and proper title. It seems unnecessary to make the overt statement that you are the Director of the Bureau and this might be misinterpreted in the field as amounting to self-advertising. I would therefore suggest that this first sentence read "The Director of the Bureau of Investigation, at Washington, D. C., has under his jurisdiction, twenty-eight field offices, etc."

The treatment of the National Division of Identification and Information includes the statement that approximately (1300) thirteen hundred fingerprint records are being received each day. Because of the agreement of the War Department to send fingerprint records to Division #6 soon after the First of January, and I am reliably informed by Mr. Daugherty of the Identity Section of that Department, that there will be two hundred and fifty or three hundred such records every day, I would suggest that this figure be changed to at least 1500 in the booklet.

In other respects, I believe the booklet is well phrased.

Respectfully,

E. K. Rhodes
Chief,
Division of Identification
and Information.

62-21440-73
BUREAU OF INVESTIGATION
DEC 1929
RECORDED
JAN 6 1930
DEC 28 1929
Dir. Ord.

rec'd draft prepared 1-4-30

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

December 27, 1929.

MEMORANDUM FOR THE DIRECTOR

Reference is made to the attached memorandum prepared for you by Mr. Tolson, with a draft of the booklet entitled "The Work of the Bureau of Investigation."

I suggest a slight change in the phraseology of the first paragraph of the draft by inserting the words "or matters" in the fourth line of the first paragraph immediately after the phrase "violations of laws." This would cause the concluding part of this paragraph to read: "***in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest." It does not appear to be correct in its present form.

Respectfully,

T F Baughman

T.F. Baughman.

DEC 27 1929

JAN 6 1930

RECORDED

new draft of booklets prepared 1-4-30

62-21440-73

DEC 31 1929

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

December 30, 1929.

Tolson

MEMORANDUM FOR THE DIRECTOR.

62-21440

The attached draft of the new booklet covering the work of the Bureau of Investigation has been transmitted, in accordance with your instructions, to all Division Heads, with the exception of Mr. Seyfarth and Mr. Fessenden.

Mr. Hughes had no suggestions to make and approved the booklet as written.

The writer, of course, has already been over this memorandum and approved it after certain changes had been made.

With regard to the suggestion of Mr. Baughman, I am of the opinion that said suggestion should be adopted and the necessary change made in the wording of the first paragraph of the draft.

With regard to the memorandum of Mr. Thode, I concur in his views as to the desirability of substituting "law enforcement officials and agencies" for "peace officers and law enforcement officials" on the cover leaf and also in the first line of paragraph one.

I think Thode is right.

I do not concur in his second suggestion, i. e., that the Director's name be eliminated from the second paragraph of the booklet on page one. I think this is a necessary part thereof inasmuch as it would appear highly desirable for law enforcement officials to be informed as to the person to whom to address any inquiries which they believe should be made of the Bureau direct.

I concur in Mr. Thode's third suggestion that the booklet be amended to show the receipt of approximately 1500 prints daily by the Identification Division, rather than 1300.

Very truly yours,

RECORDED

H. Nathan.

62-21440-73
BUREAU OF INVESTIGATION

JAN 6 1930

DEC 31 1929

DEC 30 1929

new draft prepared 1-4-30

Dir. Office
Tolson
Div. Two

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

December 23, 1929.

MEMORANDUM FOR MR. NATHAN.

In regard to the attached memorandum of Mr. Tolson, dated December 21, transmitting a copy of the new booklet of work of the Bureau of Investigation, I am desirous of having it submitted to each of the Division Heads of the Bureau for approval, or indication of such changes as they think should be made.

Very truly yours,

J. E. H.

Encl.

Director.

O.K. M.A.

Memo to Director 12-27-29 TRT

Memo to Assistant Director 12-27-29 EMT.

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice

Bureau of Investigation

Washington, D. C.

December 21, 1929.

MEMORANDUM FOR THE DIRECTOR.

Attached hereto is a draft of the booklet entitled "The Work of the Bureau of Investigation". The changes made in the revised copy are minor ones, simply correcting the phraseology used and bringing the information up to date. I believe at least 50,000 copies of this booklet should be printed, in the same form as the present edition, and that these copies should be widely circularized, through the Bureau field offices, to Chiefs of Police, penal institutions, local identification bureaus, State and County prosecuting officials, and local Sheriffs. The cost to the Department of printing this number of copies should not exceed $500.00.

Respectfully,

Clyde A. Tolson

Clyde A. Tolson.

U. S. DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A booklet concerning the work of
the Bureau of Investigation

PUBLISHED FOR THE INFORMATION OF ~~PEACE OFFICERS AND~~ LAW-ENFORCEMENT OFFICIALS and agencies

(SEAL)

THE WORK OF THE BUREAU OF INVESTIGATION

---

This booklet has been prepared to acquaint ~~peace officers and~~ law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws or matters in which the United States is or may be a party in interest.

~~Mr. J. Edgar Hoover is~~ The Director of the Bureau of Investigation at Washington, D. C., ~~Under~~ has under his jurisdiction ~~the supervision of~~ 28 field offices, including 6 accounting zones, located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the supervision of the bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not (the word "not" to be in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government rate collect" to the Special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having jurisdiction over the district in which you are located is as follows:

foreign countries and is being extended at the rate of approximately 1,500 fingerprint records each day.

The Bureau of Investigation invites all peace officers to avail themselves of the information contained in its fingerprint records. This service is rendered to all legally constituted law-enforcement officers free of any cost. Fingerprint cards and franked envelopes for the transmission of records to the division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to approximately 40,000 inquiries each month, each inquiry being answered by letter within 48 hours after it is received.

The records of the identification division are based solely on fingerprints and it is impossible to make positive identification unless fingerprints are furnished. However, a card-index system is maintained which supplements and amplifies the fingerprint records by names and aliases of individuals, coupled with descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the division by law-enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens and this division has been splendid. In spite of the gratifying progress which has been made in the bureau's fingerprint work, however, there is still room for improvement. The division of identification and information is not receiving all of the fingerprint records which should be forwarded to it by the law-enforcement officials of the country. The more complete and extensive the records of the division become the more effective will be the service it can render. Your full cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation known as How to Take Fingerprints, which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

Mr. J. Edgar Hoover,
Director, Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

JOHN EDGAR HOOVER
DIRECTOR

# Department of Justice
Bureau of Investigation
Washington, D. C.

January 7, 1930.

MEMORANDUM FOR THE DIRECTOR.

62-214-40

The attached booklet concerning the work of the Bureau of Investigation has been approved by all Division Heads.

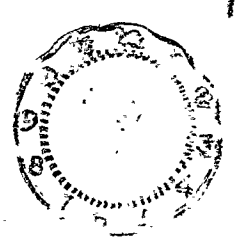
It will, however, be noted that Mr. McBride prepared a memorandum containing suggested changes to be made in connection therewith, which memorandum is attached hereto.

Respectfully,

Clyde A. Tolson.

Clyde A. Tolson,
Inspector.

No Encl.



RECORDED 62-214-40-74
BUREAU OF INVESTIGATION
JAN 9 1930
DEPARTMENT OF JUSTICE
Div. Two | FILE

MAN 9 1930

CT:ACS

62-21440-75

January 10, 1930.

MEMORANDUM FOR MR. JAMES W. BALDWIN,
CHIEF CLERK AND ADMINISTRATIVE ASSISTANT.

Attached hereto is a draft of a revised booklet concerning the work of the Bureau of Investigation. It is requested that the Department order the printing of not less than twenty-five thousand (25,000) copies of this booklet by the Government Printing Office, following the enclosed booklet issued last year as to size, style, form of printing, and material. It is desired that a proof of this copy be submitted for approval before the actual printing is undertaken.

Will you kindly do what you can to expedite this work?

Very truly yours,

Director.

Encl. #131680.

J. E. H

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

January 6, 1930.

File

MEMORANDUM FOR THE DIRECTOR.

Pursuant to request set out on routing slip accompanying the attached booklet, concerning the work of the Bureau of Investigation, the writer makes the following suggestion.

It is the writer's opinion that paragraph four on page one of booklet referred to above, should read as follows:-

> "All information concerning a violation of a Federal law, other than those listed above, coming to your attention, should be sent by letter, or, if the matter seems to be urgent, by telegram marked 'Government rate collect', to the Special Agent in Charge of the district in which you are located."

The above suggestion is based on the fact that copies of the booklets are mailed to the individual law-enforcement officials or peace officers, and that paragraphs four and five are addressed directly to the particular law-enforcement official or peace officer, and not law-enforcement officials or peace officers in general.

It is also noted that the word "criminals" in lines four and five, paragraph five, page four of the booklet, is misspelled.

Respectfully,

W. W. McBRIDE.

JAN 11 1930

62-21440-75
BUREAU OF INVESTIGATION
JAN 11 1930 A. M.
DEPARTMENT OF JUSTICE
Tolson | FILE

From

**OFFICE OF THE DIRECTOR, BUREAU OF INVESTIGATION**

To

**OFFICIAL INDICATED BELOW BY CHECK MARK**

---

Attorney General ☐

General Donovan ☐

General Luhring ☐

General Willebrandt ☐

General Marshall ☐

Mr. Chase ☐

Mr. Carusi ☐

Mr. Baldwin ☐

Mr. Stewart ☐

Assistant Director ☑

Inspector ☑

Chief, Division 3 ☑

Chief, Division 4 ☑

Chief, Division 6 ☑

Chief, Division 7 ☐

Miss Gandy ☐

Personnel Filing Section ☐

☐

☐

☐

THE WORK OF THE BUREAU OF INVESTIGATION.

If you approve, please initial; otherwise, furnish comments by memorandum.

Please return today -

1-7-30

7—1554 U. S. GOVERNMENT PRINTING OFFICE: 1927

# THE WORK OF THE BUREAU OF INVESTIGATION

This booklet has been prepared to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction 28 field offices, including 6 accounting zones, located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the supervision of the bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not (the word "not" to be in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having jurisdiction over the district in which you are located is as follows:

foreign countries and is being extended at the rate of approximately 1,500 fingerprint records each day.

The Bureau of Investigation invites all peace officers to avail themselves of the information contained in its fingerprint records. This service is rendered to all legally constituted law-enforcement officers free of any cost. Fingerprint cards and franked envelopes for the transmission of records to the division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to approximately 40,000 inquiries each month, each inquiry being answered by letter within 48 hours after it is received.

The records of the identification division are based solely on fingerprints and it is impossible to make positive identification unless fingerprints are furnished. However, a card-index system is maintained which supplements and amplifies the fingerprint records by names and aliases of individuals, coupled with descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the division by law-enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens and this division has been splendid. In spite of the gratifying progress which has been made in the bureau's fingerprint work, however, there is still room for improvement. The division of identification and information is not receiving all of the fingerprint records which should be forwarded to it by the law-enforcement officials of the country. The more complete and extensive the records of the division become the more effective will be the service it can render. Your full cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints" which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

John Edgar Hoover,
Director, Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

JF:KCC

January 23, 1930.

MEMORANDUM FOR MR. JAMES W. BALDWIN,
CHIEF CLERK AND ADMINISTRATIVE ASSISTANT.

There are returned herewith the original copy and the proof of the booklet concerning the work of the Bureau of Investigation. Certain typographical corrections have been noted on the proof. It is requested that the proof be returned to the Government Printing Office and that a new proof be submitted to the Bureau prior to the printing.

Very truly yours,

Encl. 440144

Director.

RECORDED

62-21440-79

INVESTIGATION

JAN 25 1930 A. M.

FILE

CT:ACS

January 29, 1930.

MEMORANDUM FOR MR. JAMES W. BALDWIN,
CHIEF CLERK AND ADMINISTRATIVE ASSISTANT.

Enclosed herewith is the final proof of the booklet concerning the work of the Bureau of Investigation, which has been approved for final printing, with the following corrections:

On Page 1, the printed material should be placed higher on the page, as indicated, in order to provide space for the stamp address of the Bureau Field Office distributing the booklets.

The word "attorney" in the first paragraph on Page 2 should be capitalized.

I am also enclosing a copy of the booklet issued in 1929, which should be strictly followed by the Government Printing Office as to size, style of printing, quality of paper, cover, and general form.

Will you kindly transmit this material to the Government Printing Office with the request that the printing of 25,000 copies of the booklet ordered be completed at the earliest practicable date?

Very truly yours,

62 21440

Director.

2 Encl. #131720.

RECORDED

62-21440-80

JAN 30 1930 P.M.

90589

UNITED STATES DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

*A Booklet concerning the Work of the Bureau of Investigation*

PUBLISHED FOR THE INFORMATION OF LAW ENFORCEMENT OFFICIALS AND AGENCIES :: :: :: :: 1930

62-21440-80

90589

UNITED STATES DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A BOOKLET CONCERNING THE WORK
OF THE BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION
OF LAW-ENFORCEMENT OFFICIALS
AND AGENCIES

UNITED STATES
GOVERNMENT PRINTING OFFICE
WASHINGTON : 1930

90589

# THE WORK OF THE BUREAU OF INVESTIGATION

This booklet has been prepared to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction 28 field offices, including 6 accounting zones, located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the supervision of the bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does *not* have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having jurisdiction over the district in which you are located is as follows:

90589°—30

30583



The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States attorney for prosecution in the courts of the United States:

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau of Investigation an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

## WHITE SLAVE TRAFFIC ACT

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any Territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

## NATIONAL BANKRUPTCY ACT

It is the duty of the Bureau of Investigation to investigate alleged violations of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when local individuals are involved, the bureau will appreciate receiving any information

30589



which you may obtain relative to the concealment of physical assets prior to the bankruptcy or other violations of this act.

Information that shipments were made from the bankrupt store late at night or in a covert manner, that vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations.

In bankruptcy cases, particularly, local peace officers can obtain valuable information which is not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the

103

30589



Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the national bank and Federal reserve acts, antitrust laws, neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, interstate transportation of lottery tickets and prize-fight films, peonage matters, illegal use of Government transportation requests, and other miscellaneous Federal statutes.

## FUGITIVES FROM JUSTICE

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. The bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest bureau office without delay.

## NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

103

30539



The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of approximately two million fingerprint records and of over two and three-fourths million card-index records, has been made possible by the splendid cooperation of over 2,200 law-enforcement officials and agencies throughout the United States and foreign countries and is being extended at the rate of approximately 1,500 fingerprint records each day.

The Bureau of Investigation invites all peace officers to avail themselves of the information contained in its fingerprint records. This service is rendered to all legally constituted law-enforcement officers free of any cost. Fingerprint cards and franked envelopes for the transmission of records to the division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the division of identification and information responds to approximately 40,000 inquiries each month, each inquiry being answered by letter within 48 hours after it is received.

The records of the identification division are based solely on fingerprints, and it is impossible to make positive identification unless fingerprints are furnished. However, a card-index system is maintained which supplements and amplifies the fingerprint records by names and aliases of individuals, coupled with descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the division by law-enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens and this division has been splendid. In spite of the gratifying progress which has been made in the bureau's fingerprint work, however, there is still room for improvement. The division of identification and information is not receiving all of the fingerprint records which should be forwarded to it by the law-enforcement officials of the country. The more complete and extensive the records of the division become the more effective will be the service it can render. Your full cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and

90589



Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

J. EDGAR HOOVER,
Director, Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

1 page proof

90589 1

(Cover and ~~first inside~~ page). Title

U. S. DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A booklet concerning the work of
the Bureau of Investigation

PUBLISHED FOR THE INFORMATION OF
LAW-ENFORCEMENT OFFICIALS AND AGENCIES

DAY LINO

(SEAL)

U.S. Title only

U.S. couple
for cover

United States
Govt Printing Office
Washington: 1930

62-21440-80

c. 212 copies

THE WORK OF THE BUREAU OF INVESTIGATION

Leaded, 57 lines

This booklet has been prepared to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction 28 field offices, including 6 accounting zones, located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the supervision of the bureau.

The Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ~~(the word "not" to be in italics)~~ have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter seems to be urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having jurisdiction over the district in which you are located is as follows:

Blank exit page with slug

The following general information shows some of the major violations of Federal laws over which the Bureau of Investigation has jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the courts of the United States:

Leaded

NATIONAL MOTOR VEHICLE THEFT ACT Case 130 caps

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen in another State and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau of Investigation an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

WHITE SLAVE TRAFFIC ACT Case 130 caps

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting in interstate or foreign commerce, or in any Territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

NATIONAL BANKRUPTCY ACT Case 130 caps

It is the duty of the Bureau of Investigation to investigate alleged violations of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, when local individuals are involved, the bureau will appreciate receiving any information which you may obtain relative to the concealment of physical assets prior to the bankruptcy or other violations of this act.

-2-

Information that shipments were made from the bankrupt store late at night or in a covert manner, that vans or trucks were loaded at the bankrupt's premises, that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also are evidence of violations.

In bankruptcy cases, particularly, local peace officers can obtain valuable information which is not available to an outside investigator.

IMPERSONATION OF GOVERNMENT OFFICIALS Case 130 caps

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual falsely claims or did falsely claim to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

LARCENY OF GOODS IN INTERSTATE COMMERCE Case 130 caps

Any facts which indicate that any person or persons did steal anything being shipped from one State to another State, from any freight or express shipment, or that any person received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY Case 130 caps

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau of Investigation has investigative jurisdiction over offenses of this nature.

CRIMES ON GOVERNMENT RESERVATIONS Case 130 caps

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

In addition to the violations listed above, the Bureau of Investigation has investigative jurisdiction over violations of the national bank and Federal reserve acts, antitrust laws, neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, interstate transportation of lottery tickets and prize-fight films, peonage matters, illegal use of Government transportation requests, and other miscellaneous Federal statutes.

FUGITIVES FROM JUSTICE Caps 130 caps

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. The bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons.

When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is of the utmost importance in investigations relating to fugitives that any information secured be sent to the nearest bureau office without delay.

NATIONAL DIVISION OF IDENTIFICATION AND INFORMATION Caps 130 caps

In addition to its force of trained investigators, the Bureau of Investigation has under its jurisdiction the National Division of Identification and Information, located at Washington, D. C., which was created as a central clearing house of information pertaining to criminals.

The National Division of Identification and Information possesses what is believed to be the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This collection, consisting of approximately two million fingerprint records and of over two and three-fourths million card-index records, has been made possible by the splendid cooperation of over 2,200 law-enforcement officials and agencies throughout the United States and foreign countries and is being extended at the rate of approximately 1500 fingerprint records each day.

Leaded

The Bureau of Investigation invites all peace officers to avail themselves of the information contained in its fingerprint records. This service is rendered to all legally constituted law-enforcement officers free of any cost. Fingerprint cards and franked envelopes for the transmission of records to the division are also supplied without cost to correspondents. The extent to which this service is utilized by peace officers can be appreciated by the fact that the Division of Identification and Information responds to approximately 40,000 inquiries each month, each inquiry being answered by letter within 48 hours after it is received.

The records of the identification division are based solely on fingerprints and it is impossible to make positive identification unless fingerprints are furnished. However, a card-index system is maintained which supplements and amplifies the fingerprint records by names and aliases of individuals, coupled with descriptive data.

The National Division of Identification and Information is, of course, a cooperative agency. The only information which can be supplied to inquirers consists of data which have been previously transmitted to the division by law-enforcement officers and penal institutions.

The cooperation between police officials, sheriffs, and wardens and this division has been splendid. In spite of the gratifying progress which has been made in the bureau's fingerprint work, however, there is still room for improvement. The division of identification and information is not receiving all of the fingerprint records which should be forwarded to it by the law-enforcement officials of the country. The more complete and extensive the records of the division become the more effective will be the service it can render. Your full cooperation will be appreciated.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Any inquiries concerning identification matters should be addressed as follows:

J. Edgar Hoover,
Director, Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

February 8, 1930.

MEMORANDUM FOR THE DIRECTOR.

You will find attached hereto an interoffice communication which I have prepared in view of the fact that the new booklet on the work of the Bureau has been prepared. If it is your desire to effect these instructions it is believed that it will help this office in seeing to it that all of the old booklets are destroyed.

Respectfully,

J. S. Fessenden

J. S. FESSENDEN.

Encl.

FEB 8 1930

FEB 10 1930

62-21440-81
BUREAU OF INVESTIGATION
FEB 8 1930 P. M.
DEPARTMENT OF JUSTICE

Div. One

September 15, 1930.

CT:ACS

MEMORANDUM FOR MR. SCHILDER.

62-21444-

In connection with the re-issuance of the booklet concerning the work of the Bureau, I desire that you go over the material now in the booklet relative to the Bureau's fingerprint work and submit a draft bringing the data up to date and making such changes therein as may seem desirable to you. It might be of interest in this connection to include a chart showing the extent of the Bureau's fingerprint work.

I also believe that a section of a general nature should be inserted in the booklet concerning the crime statistics work now being handled by the Division.

Very truly yours,

Director.

62-21444-268

BUREAU FILES DIVISION
MAILED
SEP 15 1930
P. M.
DEPT. OF JUSTICE

CT:ACS

September 16, 1930.

MEMORANDUM FOR MR. HOOVER
NATHAN
TOLSON
APPEL
BAUGHMAN
CULLEN
EGAN
GUINANE
HARVEY

MR. HUGHES
KEITH
McSWAIN
QUINN
SCHILDER
SEYFARTH
SMITH
WHITLEY

I am desirous of re-printing the booklet concerning the work of the Bureau and it is desired that any suggestions which officials of the Bureau may have in mind be submitted in memorandum form at this time.

Very truly yours,

J. Edgar Hoover

Director.

62-21440

RECORDED & INDEXED

62-21440-209

BUREAU OF INVESTIGATION

SEP 17 30

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

September 22, 1930.

62-21440

MEMORANDUM FOR THE DIRECTOR

In accordance with your memorandum of the 16th instant, requesting suggestions in connection with the re-printing of the booklet concerning the work of the Bureau, I wish to submit the following:

(1) I would suggest that Paragraph 2, Page 1, of the present booklet be enlarged upon with a brief explanation of the investigative personnel which is attached to the various field offices.

(2) I would suggest that Paragraph 4, Page 1, of the booklet be enlarged so as to indicate a desire on the part of the Bureau for the full cooperation between the Bureau and the local enforcement officials for their mutual benefit.

(3) I would suggest that the brief explanations concerning the nature of the violations over which the Bureau has primary investigative jurisdiction remain unchanged, as I believe that any attempt to enlarge upon the explanations as contained in the present booklet might be confusing to some of the local officials.

(4) I would like to suggest that Paragraph 1, Page 5 of the present booklet be enlarged upon and that more information be furnished concerning the number of identifications made by the National Division of Identification and Information in order to impress the local officials with the valuable work which this Division is performing, as such information might possibly convert some of the present "unbelievers" and cause them to become contributors.

(5) I would suggest that the new booklet contain a section devoted to the work which the Bureau is now performing in collecting and indexing crime statistics.

Respectfully,

Rhea Whitley

Rhea Whitley.

RECORDED

62-21440-24

BUREAU OF INVESTIG

SEP 23 1930

Tolson

SEP

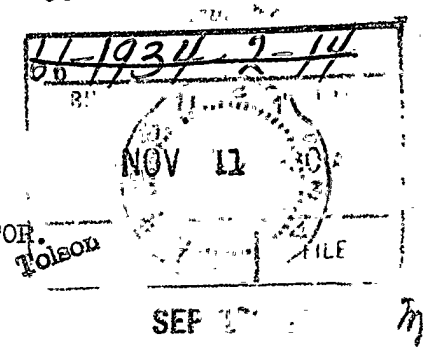
JOHN EDGAR HOOVER
DIRECTOR

62 - 21440

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

62-21440-2114

September 17, 1930.




RECORDED
NOV 11 1930

MEMORANDUM FOR THE DIRECTOR.

Tolson

SEP

With regard to your memorandum of September 16th., relative to suggestions in the matter of re-printing the booklet concerning the work of the Bureau, I beg to submit the following:

Paragraph Two of the foreword, of course, should be changed to show the correct number of field offices and accounting zones.

I think that between paragraphs three and four of the foreword there should be something inserted to show that the Bureau has no control or jurisdiction over the matter of prosecutions. I might suggest something along the following lines:

"The Bureau of Investigation has no prosecutive jurisdiction or control. All jurisdiction relating thereto is vested in United States Attorneys in the various Federal Districts throughout the country. All questions as to whether prosecution will be instituted in individual cases are matters for decision by the United States Attorney having jurisdiction. In all cases where any doubt may appear as to the investigative jurisdiction of the Government or the Bureau of Investigation, said cases are referred to the United States Attorney for his decision, which is binding upon all employees of the Bureau of Investigation. All information secured by employees of the Bureau of Investigation in the conduct of investigations is submitted to the United States Attorney for such use as he may deem appropriate in deciding as to and instituting prosecution."

I have in mind that for the benefit of all concerned, we should make it clear that matters involving prosecutions are not ours, whether those prosecuted be "boys" in connection with violations of the National Motor Vehicle Theft Act, alleged White Slave Traffic Act violators who have only technically violated the Act, or similar bases for ungrounded criticism on the part of Congressmen, Newspapers and similar types.

Similarly, the last paragraph of the foreword I would change to read, "The address of the Bureau of Investigation field office having investigative jurisdiction * *".

On Page Two, under the heading "National Motor Vehicle Theft Act", second paragraph, I see no reason for the inclusion therein of the words "in another state". The transportation interstate is sufficient. As a matter of fact, the motor vehicle may have been stolen in the same state in which it was found, transported into or through other states and returned thereto, and it would still be a violation, if I understand the law correctly.

Under the heading "National Bankruptcy Act", I believe the words in the first paragraph "when local individuals are involved" may be deleted. The Bureau, I assume, desires information of the violations of the Act whether local individuals are involved or those not local.

I see no particular reason for the inclusion in this paragraph of the words "prior to bankruptcy". I believe that Mr. Appel should be consulted relative thereto.

Under the heading "Impersonation of Government Officials", I see no particular reason for the inclusion of the technical phraseology "that an individual falsely claims or did falsely claim". I think for the benefit of those receiving the booklet the wording "that an individual has falsely claimed" would suffice.

In the first paragraph on Page Four, listing additional violations, I would recommend that the reference to the "Interstate Transportation of Prize Fight Films" be deleted. This is a minor violation and we have never gotten anywhere with it. I also think the word "Miscellaneous" at the conclusion of this paragraph should be deleted.

I think also that it might not be so bad to have separate headings inserted under "Antitrust Laws" and "National Bank and Federal Reserve Acts". I know that the argument will be advanced that this is for Sheriffs and law enforcement officials who might not be interested in these particular violations. However, they are important, or they sound important in any event, and they might elevate the tone of the booklet socially for those who might be affected thereby. In case you approve of this, I would recommend that the Supervisors responsible for the supervision of these classes wirte a short description relative thereto.

Under "Fugitives From Justice" I am of the opinion, in view of the recent instructions sent to the field, that the second sentence of the first paragraph should be deleted, said sentence reading as follows:

"The Bureau also seeks to bring about the apprehension of other Federal fugitives from justice when the efforts of the United States Marshal and the Federal investigative agency having primary jurisdiction have failed to locate such persons."

On Page Five, of course, the figures under "National Division of Identification and Information" should be changed to correspond with existing conditions.

On Page Five, I believe that the beginning of the third paragraph should read as follows:

"The records of the National Division of Identification and Information are based solely on fingerprints and it is impossible to guarantee positive identification * *", rather than "make positive identification".

I then think that the concluding sentence of this paragraph should be deleted, said sentence reading as follows:

"However, a card index system is maintained which supplements and amplifies the fingerprint records by the names and aliases of individuals, coupled with descriptive data."

I have in mind that we have declined to make certain searches for certain Governmental agencies in our card index Section and if they acquire possession of a booklet calling attention to the card index system they might become rather insistent as to their rights and demand a search thereby. We might refer to the card index system in some other part of the Identification Division description, but right where it is it becomes an invitation for persons to send us names, expecting identifications.

I assume that a separate heading will show the handling of statistics by the new section of the National Division of Identification and Information, prepared by somebody who knows something about it.

Very truly yours,

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

62-21440-215

NOV 11 1930 A

FILE

NOV 11 1930

November 3, 1930

MEMORANDUM FOR THE DIRECTOR.

I respectfully suggest that the booklet concerning the work of the Bureau of Investigation contain the following:

"NATIONAL BANK AND FEDERAL RESERVE ACT. It is unlawful for any officer, director, agent or employee of any Federal Reserve Bank or any member bank to certify any check drawn upon such Federal Reserve Bank or member bank unless the person, firm or corporation drawing the check has on deposit with such Federal Reserve Bank or member bank at the time such check is certified, an amount of money not less than the amount specified in such check.

"Likewise, it is unlawful for any officer, director, agent or employee of any member bank who embezzles, abstracts, or wilfully misapplies any of the moneys, funds or credits of such Federal Reserve Bank or member bank, or who, without authority from the directors of such Federal Reserve Bank or member bank, issues or puts in circulation any of the notes of such Federal Reserve Bank or member bank, or who without authority issues or puts forth any certificate of deposit, draws any order or bill of exchange, makes any acceptance, signs any note, bond, draft, bill of exchange, mortgage, judgment or decree, or who makes any false entry in any book, report or statement of such Federal Reserve Bank, or member bank, with intent in any case to injure or defraud such Federal Reserve Bank or member bank, or any company, body, politic or corporate, or any individual person, or to deceive any officer of such Federal Reserve Bank or member bank, or the Comptroller of the Currency, or any agent or examiner appointed to examine affairs of such Federal Reserve Bank or member bank or the Federal Reserve Board; and every receiver of a National Banking Association, who with like intent to defraud or injure, embezzles, abstracts, purloins, or wilfully misapplies any of the moneys, funds or assets of his trust, and every person who with like intent aids or abets any officer, director, agent, employee or receiver in

any violation of this section, shall be deemed guilty of a misdemeanor and upon conviction thereof, in any District Court of the United States, shall be fined not more than $5,000 or shall be imprisoned for not more than five years, or both, in the discretion of the Court."

Respectfully,

J. S. Egan.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

December 9, 1930.

MEMORANDUM FOR THE DIRECTOR.

Attached hereto is a suggested draft of the proposed re-print of the pamphlet entitled "The Work of the Bureau of Investigation", which it is proposed to issue early in 1931. It is suggested that this draft be transmitted to the various Division Heads for any suggestions which they may care to make in connection therewith. Any suggested changes in phraseology may be indicated on the attached yellow carbon copy of the suggested re-print.

Respectfully,

Clyde A. Tolson

Clyde A. Tolson.

62-21440-D

Enclosure.

RECORDED & INDEXED 62-21440-216

Please do so.

12/10/30 V. B.

FILED

DEC 10 1930

UNITED STATES DEPARTMENT OF JUSTICE

BUREAU OF INVESTIGATION

A Booklet concerning the Work of the
Bureau of Investigation

Published For The Information of Law-
Enforcement Officials and Agencies

1931

62-21440-216

United States Department of Justice

---

BUREAU OF INVESTIGATION

Published for the Information of Law-Enforcement Officials and Agencies.

(SEAL)

United States
Government Printing Office
Washington - 1931

THE WORK OF THE BUREAU OF INVESTIGATION

---

This second edition of this booklet is ~~being~~ issued to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction twenty-five field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the bureau.

TP This ~~The~~ Bureau ~~of Investigation~~ has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ("not" to be printed in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, ~~is~~ should be sent by letter or, if the matter ~~is~~ urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:-

The Bureau of Investigation has no prosecutive jurisdiction or control. Such prosecutive jurisdiction over violations of Federal laws is vested in United States Attorneys in the various judicial districts throughout the United States. All information secured by employees of the Bureau of Investigation relating to alleged violations of Federal laws is submitted to the United States Attorney for such use as said official may make of the same in connection with the initiation of prosecutive action against the individuals involved.

The following general information deals with some of this major violations of Federal laws over which the Bureau ~~of Investigation~~ has investigative jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the ~~courts of the United States~~ Federal courts:-

National Motor Vehicle Theft Act.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

White Slave Traffic Act.

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport, or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, or in any Territory, or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

National Bankruptcy Act.

It is the duty of the Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

Impersonation of Government Officials.

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Larceny of Goods in Interstate Commerce.

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

Theft, Embezzlement, or Illegal Possession of Government Property.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The bureau has investigative jurisdiction over offenses of this nature.

Antitrust Laws.

The Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal Antitrust Laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau of Investigation.

National Bank and Federal Reserve Acts.

These statutes specify criminal offenses on the part of employees or agents, such as embezzlement, abstraction or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve system, or in reports to the Comptroller of the Currency. The Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

Crimes on Government Reservations.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

In addition to the violations listed herein, the Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, and other Federal statutes.

## Fugitives from Justice.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest bureau office without delay. ~~and~~ the cooperation of State and local officials in this regard will be appreciated.

## National Division of Identification and Information.

The Bureau of Investigation, in addition to its field force of trained investigators, has under its jurisdiction, located at Washington, D.C., the National Division of Identification and Information, which functions as a central clearing house of information pertaining to criminals and their records.

The National Division of Identification and Information has on file what is believed to be the largest and most complete collection of criminal fingerprint records of ~~active~~ current value in existence. On December 31, 1930, there were 2,306,346 fingerprint records and 3,255,995 index records in its files. The chart appearing on the last page of this pamphlet, showing the growth of the division since its organization in 1924, indicates very gratifying progress, made possible by the excellent cooperation of law-enforcement agencies in the United States and foreign countries. Approximately 1,600 fingerprint records are being received daily from over [redacted]3,500 contributors throughout the world.

All peace officers are invited to avail themselves of the data on file in the National Division of Identification and

the subject's current

Information. Its service is rendered to all legally constituted law-enforcement officials and agencies free of cost. Fingerprint cards and franked envelopes for the transmittal of records also are supplied without charge. When a fingerprint card is received from a contributor, a letter giving the complete criminal record of the individual is in the mails within forty-eight hours. Copies of such records as a matter of policy are sent to each contributor who previously has directed to the Division a fingerprint inquiry relative to the particular individual involved, thus enabling the contributor to keep in touch with ~~his future~~ activities. ~~Hundreds of~~ about one hundred and fifty fugitives are being located each month as the result of identifications made in the Division when fingerprint cards showing their arrest, at various points, are received.

The attention of contributors of fingerprint data is invited to the fact that ~~the records of the Division are based solely on fingerprints and positive identifications cannot be made unless fingerprint cards are furnished. It~~ it is difficult to identify latent prints found at the scenes of crimes, unless the impressions of all fingers are given, or the names and descriptions of suspects furnished. This is due to the fact that the Henry system, which utilizes all ten fingers, is employed in the Division in classifying and filing prints.

The past cooperation of police officials, sheriffs, wardens, state identification bureaus and similar agencies has been splendid. However, the National Division of Identification and Information is necessarily a cooperative agency and can give to its correspondents only the information it has received and filed. Despite the gratifying results indicated, there is still room for improvement as the National Division is not receiving all of the fingerprint records which law-enforcement officials are in a position to furnish. Better and more efficient service can be rendered as the records of the Division become more complete. The full cooperation of all peace officers will be of great assistance in this work.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

Crime Statistics.

Effective September 1, 1930, the National Division of Identification and Information of the Bureau of Investigation assumed the work initiated on January 1, 1930, by the Committee on Uniform Crime Records of the International Association of Chiefs of Police of compiling national statistics on crime. Monthly bulletins are issued containing these compilations, ~~which have a substantial value to law-enforcement officials as well as the general public.~~ The statistics collected are based upon the number of "offenses known to the police", and schedules have been prepared which minimize existing differences in the criminal laws of the various States and territories and tend to insure uniformity in crime statistics. Such schedules, together with the necessary forms and instructions for submitting crime returns, are furnished to law-enforcement officials.

The success of the work of compiling crime statistics naturally rests with the police officials of the United States. In order that this valuable information may be afforded to those officially interested individuals and organizations desiring to receive and utilize the same, it is hoped that police officials will cooperate ~~in the work to the same extent that they have cooperated in the forwarding of fingerprints to the National Division of Identification and Information.~~

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:-

J. Edgar Hoover, Director,
Bureau of Investigation,
Department of Justice,
Washington, D.C.

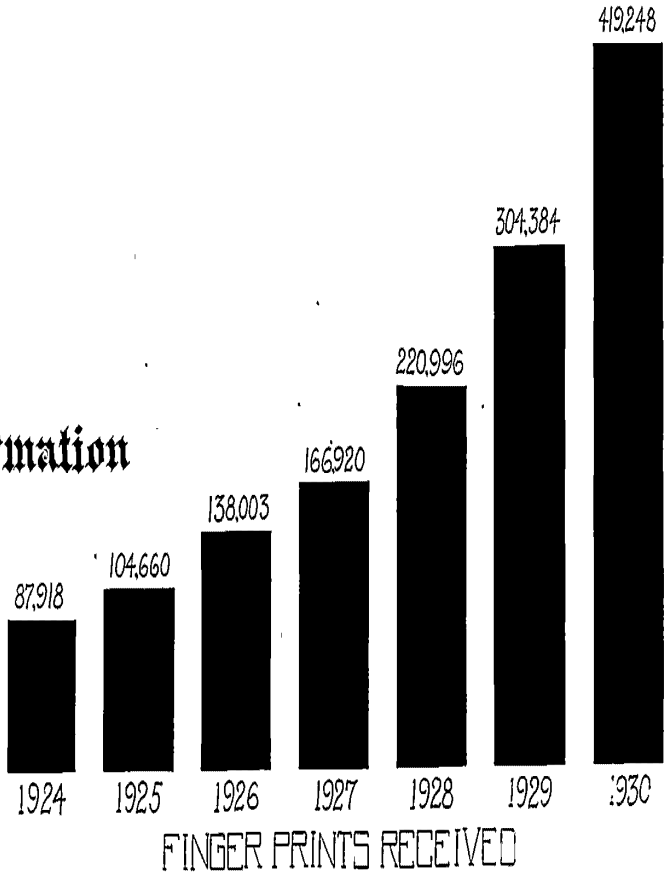
by submitting monthly returns on the forms provided of offenses committed in their districts.

# U. S. Department of Justice

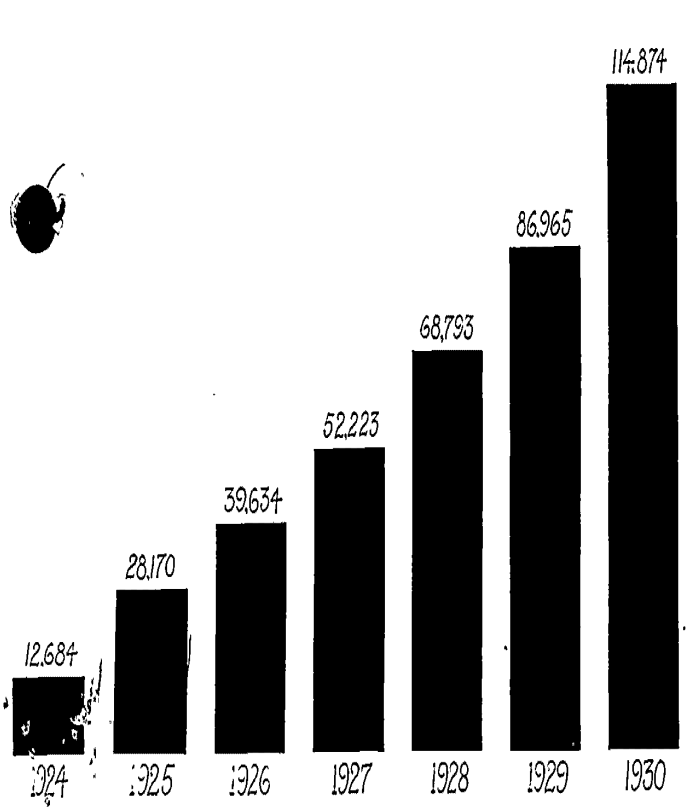
## Bureau of Investigation

### National Division of Identification & Information

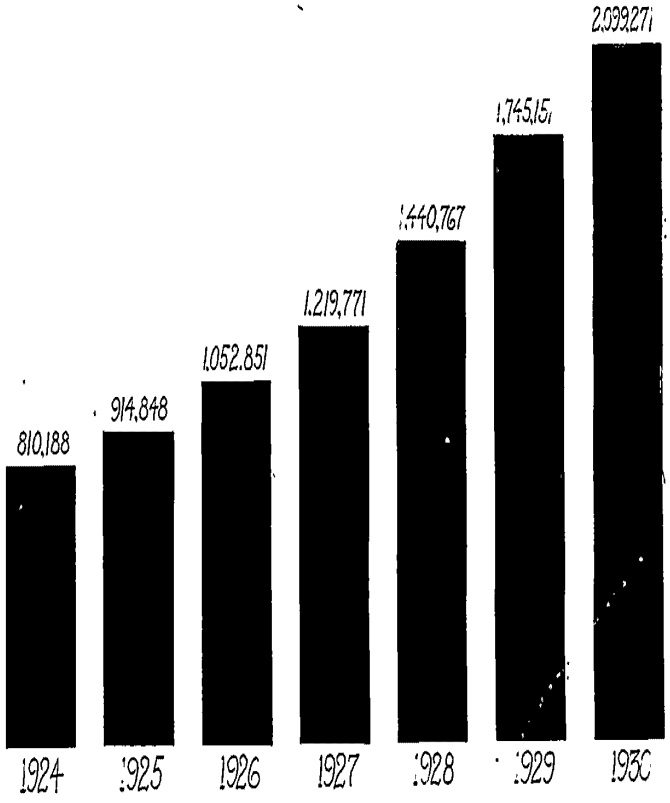
John Edgar Hoover, Director




FINGER PRINTS RECEIVED




IDENTIFICATIONS MADE




FINGER PRINTS ON FILE

7-1-30

CT:ACS

62-24460-216

February 19, 1931.

INDEXED

Memorandum for Mr. Nathan
Tolson
Allen
Appel
Baughman
Brantley
Clegg
Cullen
Egan

Mr. Fay
Hanson
Coraghty
Hughes
Keith
Rorer
Schenken
Schilder
Waters
FILED

Attached hereto is a final draft of the proposed re-issue of the booklet concerning the work of the Bureau of Investigation for distribution to law-enforcement officials and agencies of the United States.

It is desired that each Bureau Division Head and Supervisor examine the attached draft and indicate his approval of the same thereon. In the event any suggestions occur to Bureau officials in connection with the booklet, the same should be covered by a memorandum and attached hereto.

Very truly yours,

Director.

Enclosure

FEB 20 1931

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

February 19, 1931.

Memorandum for Mr. Nathan
Tolson
Allen
Appel
Baughman
Brantley
Clegg
Cullen
Egan

Mr. Fay
Hanson
Geraghty
Hughes
Keith
Rorer
Schenken
Schilder
Waters

Attached hereto is a final draft of the proposed re-issue of the booklet concerning the work of the Bureau of Investigation for distribution to law-enforcement officials and agencies of the United States.

It is desired that each Bureau Division Head and Supervisor examine the attached draft and indicate his approval of the same thereon. In the event any suggestions occur to Bureau officials in connection with the booklet, the same should be covered by a memorandum and attached hereto.

Very truly yours,

J. E. Hoover
Director.

Enclosure

RECEIVED
FEB 27 1931

draft received 2/25/31

Memo for Director 2/19/31.

U. S. Department of Justice

# Bureau of Investigation

515 Johnston Building
Charlotte, N. C.

ack 11/26/31.
RECEIVED

January 22, 1931

Director
Bureau of Investigation
Department of Justice
Washington, D. C.

62-21440-223

Dear Sir:

It is noted that the measurement of the booklet concerning the work of this Bureau is such as to forbid its being mailed in identification order envelopes without being folded.

It is suggested that the next time a reprint is had the size be reduced fractionally in order to permit the booklet's being mailed out in identification order envelopes when necessary.

Very truly yours,

T. H. Tracy
Special Agent in Charge

THT/f

JAN 23

JAN 29 1931

RECORDED

62-21440-223

BUREAU FILES DIVISION
MAIL
JAN 1931
P. M.

Tolson
Nathan

CT:ACS

February 26, 1931.

MEMORANDUM FOR THE DIRECTOR.

I beg to refer to your inquiry of yesterday as to the status of the Bureau's requests for various printing work.

Certain changes are being made in the present Manuals of Rules and Regulations and Instructions. It is contemplated, however, to await action on the suggestions which have been requested from Bureau employees before revising the present Manuals and having the same reprinted.

The booklet to be issued to peace officers concerning the work of the Bureau is in process of preparation at this time and has been sent to the various Division Heads and Supervisors for comments or approval. This booklet will be available for printing within the next few days and I will prepare the necessary papers requesting its immediate printing.

The proposed booklet to law-enforcement officials concerning crime statistics is being revised at this time by Mr. Waters, who will submit a draft of the same within the next two days. This draft, in accordance with your desires, will be forwarded to Mr. Bruce Smith and Mr. Donald Stone for suggestions prior to being printed but I will see that the draft is forwarded to the Government Printing Office within the very near future.

Respectfully,

Clyde A. Tolson.

RECORDED & INDEXED

CT:MT
62-21449-123-

January 20, 1931.

Special Agent in Charge,
Bureau of Investigation,
915 Johnston Bldg.,
Charlotte, N. C.

Dear Sir:

Reference is made to your communication dated January 22, 1931, concerning the measurement of the booklet relating to the work of the Bureau.

Your suggestion in this connection will be given consideration when this booklet is reprinted.

Very truly yours,

Director.

FEDERAL BUREAU OF INVESTIGATION
FILED
JAN 23 1931

U. S. Department of Justice

# Bureau of Investigation

Washington, D.C.

62-21440

February 24, 1931

62-21440-228

MEMORANDUM FOR THE DIRECTOR:

In connection with the final draft of the proposed re-issue of the booklet concerning the work of the Bureau of Investigation and its distribution to law enforcing officials and agencies of the United States, the following suggestions are made:

The cover on the original issue of this booklet, although dignified in form, is of a type that would permit its being easily misplaced among Agricultural Bulletins, etc., which are at times frequently distributed during congressional campaigns, and thereby permits the booklet in question to become lost after reaching the office of peace officers. It is suggested that a cover be selected for this booklet which would make it easily distinguishable and more readily available when a peace officer has occasion to refer to it. If a small string could be attached to the corner of the booklet, so that it might be hung from a tack near the Police Sergeant's or Police Chief's desk, it would likely be found to be more frequently utilized than if the booklet were placed upon a desk or in a drawer or file cabinet.

It is suggested further that in issuing these booklets the various offices be instructed specifically not to place the Field Office's address stamp on the booklet when it contains the name of the individual Special Agent in Charge. The type of stamp to be used should apparently be one similar to the form now being used in addressing letters to Field Offices, as a change in personnel of the Special Agent in Charge will make the booklet less serviceable.

It is also respectfully recommended that an increased quantity of these booklets be prepared, as I am of the belief that they serve a useful purpose but are very frequently mislaid by the peace officers to whom they are sent. For an Agent in Charge to send an extra copy of this booklet to a peace officer once or twice a year

or for a suitable number of copies of the booklet to be distributed to the various Agents attached to the Field Offices for personal distribution will not only enable the Chief of Police to have access to the booklet in question, but will also permit the Sergeants in Charge of Automobile Squads, Desk Sergeants, and Captains in Charge of Detectives to have copies of the booklet available. These latter officials likely would have more frequent occasion to refer matters to the Bureau than would a Chief of Police, particularly in large towns.

In connection with the article in the booklet concerning the impersonation of Government officials, it is suggested that the paragraph be worded similar to the following:

> "Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer of the United States, such information should be transmitted to the local office of the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated. A Federal statute provides a penalty for the false impersonation of a Federal officer with intent to defraud by a person who acts in such pretended capacity, and the false impersonation of a Federal officer with intent to defraud by a person who demands or obtains anything of value, such as money, credits, documents, loans or the cashing of checks."

This suggestion for the change in this paragraph will permit knowledge concerning any impersonation to be transmitted to a Field Office of this Bureau, and at the same time it is believed that the provisions of the statute are more accurately described.

It is also suggested that if deemed advisable in connection with an article on the Identification Division, some mention be made of the desirability of peace officers forwarding dispositions, when practicable.

Very truly yours,

H. H. CLEGG,
Inspector.

GGC-CAE

JOHN EDGAR HOOVER
DIRECTOR

LCS:JGP

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

March 3, 1931.

MEMORANDUM FOR THE DIRECTOR

Referring to the attached memorandum relative to the booklet concerning the work of the Bureau, I beg to recommend the following changes in the section devoted to this Division:

In the next to the last paragraph on page 5 of the booklet, I believe that the last sentence should read as follows: "Approximately 1,700 fingerprint records are being received daily from over 3,600 contributors throughout the world".

The above change would conform to the present number of daily receipts, and our present contributors.

Respectfully,

R. E. Schilder

Chief,
Division of Identification
and Information.

62-21440

incorporated in final draft 3/12/31

RECORDED
INDEXED
62-21440-229
MAR 14 1931
MAR 14 1931
FOREIGN
Nephew

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

TFB:AMP. March 9, 1931.

MEMORANDUM FOR THE DIRECTOR.

Referring to the attached memorandum relative to the draft of the booklet concerning the work of the Bureau of Investigation, it is suggested that in the paragraph relating to Impersonation of Government Officials, that there be inserted in the third line thereof following the word "officer" the words "or employee."

This is suggested inasmuch as the booklet is to be read by peace officers or law enforcement officials throughout the country who may not understand that the term "officer" of the United States includes employees.

Respectfully,

T. F. Baughman.

62-21440

RECORDED
INDEXED

62-21440-230

MAR 14 1930

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

CAA:MG

February 25, 1931.

MEMORANDUM FOR THE DIRECTOR

62-21440-6

With reference to the draft of the booklet concerning the work of the Bureau of Investigation, it is suggested that in the paragraph on fugitives from justice, there might be added the following sentences given below as an insertion following the third sentence:

> The arrangement of these identification orders is designed to make them as nearly as possible similar to police identification records. They are printed on 8" x 8" cards with fingerprints and fingerprint classification so that they may be inserted directly in police identification records, acting as a supplement thereto and furnishing police with an additional criminal record as well as furnishing the information that the subject is wanted. Even after the arrest of a fugitive, these cards are valuable to police as additional criminal identification records.

Respectfully,

C. A. Appel.

FEB 26 31

RECORDED
INDEXED

62-21440-231

MAR 16 1930

JOHN EDGAR HOOVER
DIRECTOR

TV

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

CT:ACS March 23, 1931.

MEMORANDUM FOR THE DIRECTOR.

Attached hereto is a draft of a proposed re-issue of the booklet concerning the work of the Bureau of Investigation.

This draft has been approved by all Division Heads and Supervisors and it is recommended that the printing of 15,000 copies of the same be requisitioned through the Division of Supplies and Printing of the Department and that the same be distributed to law-enforcement officials and agencies throughout the United States by Bureau Field Offices. You will note that it is proposed to have incorporated in this booklet the chart indicating the progress of the Bureau's fingerprint work during the fiscal years 1924 to 1930, inclusive.

It is believed that the new edition of the booklet should conform to the pamphlet previously issued in all respects with the exception that the color of the cover should be slightly changed in order that it may be readily distinguished from the first pamphlet. There are attached hereto a number of samples of material for use in the cover of the proposed new pamphlet and it is recommended that Sample 979 be selected for the new issue of the booklet on the work of the Bureau, for the re-issue of the pamphlet entitled "How to Take Fingerprints" and also for the proposed pamphlet to law-enforcement agencies concerning the crime statistics work handled by the Bureau.

Respectfully,

H. Nathan.

J. S. Egan

Clyde A. Tolson.

62-21440-233

RECORDED & INDEXED
MAR 30 1931

MAR 24 1931

JAN 30 1931

Approved
3/24/31 J. E. H.

Enclosures.

UNITED STATES DEPARTMENT OF JUSTICE

BUREAU OF INVESTIGATION

A Booklet concerning the Work of the
Bureau of Investigation

Published For The Information of Law-
Enforcement Officials and Agencies

1931

approved by Div. Heads
& Supervisors.
Revised 3/13/31

62-21440-233

United States Department of Justice

---

BUREAU OF INVESTIGATION

Published for the Information of Law-Enforcement Officials and Agencies.

(SEAL)

United States
Government Printing Office
Washington - 1931

# THE WORK OF THE BUREAU OF INVESTIGATION

This second edition of this booklet is issued to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D.C., has under his jurisdiction twenty-five field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the bureau.

This Bureau has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ("not" to be printed in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter is urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:-

The Bureau of Investigation has no prosecutive jurisdiction or control. Such prosecutive jurisdiction over violations of Federal laws is vested in United States Attorneys in the various Federal judicial districts throughout the United States. All information secured by employees of the Bureau of Investigation relating to alleged violations of Federal laws is submitted to the United States Attorney for such use as said official may make of the same in connection with the initiation of prosecutive action against the individuals involved.

The following general information deals with some of the major violations of Federal laws over which this Bureau has investigative jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the Federal courts:-

National Motor Vehicle Theft Act.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

White Slave Traffic Act.

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, or in any Territory or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

National Bankruptcy Act.

It is the duty of the Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

Impersonation of Government Officials.

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Larceny of Goods in Interstate Commerce.

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

## Theft, Embezzlement, or Illegal Possession of Government Property.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The bureau has investigative jurisdiction over offenses of this nature.

## Antitrust Laws.

The Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal Antitrust Laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau of Investigation.

## National Bank and Federal Reserve Acts.

These statutes specify criminal offenses on the part of employees or agents, such as embezzlement, abstraction or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve system, or in reports to the Comptroller of the Currency. The Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## Crimes on Government Reservations.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

leave 2 spaces

In addition to the violations listed hereinbefore, the Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, and other Federal statutes.

## Fugitives from Justice.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## National Division of Identification and Information.

The Bureau of Investigation, in addition to its field force of trained investigators, has under its jurisdiction, located at Washington, D.C., the National Division of Identification and Information, which functions as a central clearing house of information pertaining to criminals and their records.

The National Division of Identification and Information has on file what is believed to be the largest and most complete collection of criminal fingerprint records of current value in existence. On ~~December 31, 1930,~~ there were ~~2,300,340~~ 2,382,711 fingerprint records and ~~3,855,985~~ 3,347,744 index records in its files. The chart appearing on the last page of this pamphlet, showing the growth of the division since its organization in 1924, indicates very gratifying progress, made possible by the excellent cooperation of law-enforcement agencies in the United States and foreign countries. Approximately ~~1,600~~ 1,700 fingerprint records are being received daily from over ~~5,000~~ 3,600 contributors throughout the world.

All peace officers are invited to avail themselves of the data on file in the National Division of Identification and

Information. Its service is rendered to all legally constituted law-enforcement officials and agencies free of cost. Fingerprint cards and franked envelopes for the transmittal of records also are supplied without charge. When a fingerprint card is received from a contributor, a letter giving the complete criminal record of the individual is in the mails within forty-eight hours. Copies of such records as a matter of policy are sent to each contributor who previously has directed to the Division a fingerprint inquiry relative to the particular individual involved, thus enabling the contributor to keep in touch with the subject's current activities. About one hundred and ~~fifty~~ fugitives are being located each month as the result of identifications made in the Division when fingerprint cards showing their arrest at various points are received.

sixty

The attention of contributors of fingerprint data is invited to the fact that it is difficult to identify latent prints found at the scenes of crimes, unless the impressions of all fingers are given, or the names and descriptions of suspects furnished. This is due to the fact that the Henry system, which utilizes all ten fingers, is employed in the Division in classifying and filing prints.

The past cooperation of police officials, sheriffs, wardens, state identification bureaus and similar agencies has been splendid. However, the National Division of Identification and Information is necessarily a cooperative agency and can give to its correspondents only the information it has received and filed. Despite the gratifying results indicated, there is still room for improvement as the National Division is not receiving all of the fingerprint records which law-enforcement officials are in a position to furnish. Better and more efficient service can be rendered as the records of the Division become more complete. The full cooperation of all peace officers will be of great assistance in this work.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the National Division of Identification and Information will be supplied with a copy of this booklet upon request.

## Crime Statistics.

Effective September 1, 1930, the National Division of Identification and Information of the Bureau of Investigation assumed the work initiated on January 1, 1930, by the Committee on Uniform Crime Records of the International Association of Chiefs of Police of compiling national statistics on crime. Monthly bulletins are issued containing these compilations. The statistics collected are based upon the number of "offenses known to the police", and schedules have been prepared which minimize existing differences in the criminal laws of the various States and territories and tend to insure uniformity in crime statistics. Such schedules, together with the necessary forms and instructions for submitting crime returns, are furnished to law-enforcement officials.

The success of the work of compiling crime statistics naturally rests with the police officials of the United States. In order that this valuable information may be afforded to those officially interested individuals and organizations desiring to receive and utilize the same, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:-

J. Edgar Hoover, Director,
Bureau of Investigation,
Department of Justice,
Washington, D.C.

~~8-19-31~~

CT:ACS July 25, 1931.

MEMORANDUM FOR MR. J. E. GARDNER,
GENERAL AGENT AND CHIEF CLERK.

62-21440

There is attached hereto a draft of a proposed re-issue of the pamphlet entitled "The Work of the Bureau of Investigation".

It is requested that the printing of 15,000 copies of this booklet be ordered from the Government Printing Office. The size, form, quality of printing and quality of paper contained in the previous issue of this booklet, a copy of which is attached hereto, should be strictly followed in the printing of the re-issue.

It is to be noted that a space has been provided at the bottom of page two so that the address of a Bureau field office may be stamped thereon before distribution of copies of this booklet. It is requested that the cover of the booklet conform to sample 979 of the samples of cover material secured from the Government Printing Office which were forwarded to you with my memorandum of July 13, 1931, with respect to the re-printing of the booklet entitled "How to Take Fingerprints".

It is desired that page proof of this material be submitted to the Bureau of Investigation before the final printing work is undertaken. If you will prepare the requisition covering the printing and forward the same to the Bureau, a representative will personally deliver the same to the Government Printing Office in order to give detailed instructions with respect to the printing work.

Very truly yours,

Director.

1 encl

Encl. #747416.

JUL 25 1931

62-21440-241

UNITED STATES DEPARTMENT OF JUSTICE

BUREAU OF INVESTIGATION

A Booklet concerning the Work of the
Bureau of Investigation

Published for The Information of Law-
Enforcement Officials and Agencies

1931

62-21440-94

United States Department of Justice

---

BUREAU OF INVESTIGATION

Published for the Information of Law-Enforcement Officials and Agencies.

(SEAL)

United States
Government Printing Office
Washington - 1931

# THE WORK OF THE BUREAU OF INVESTIGATION

---

This second edition of this booklet is issued to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters, in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction twenty-five field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the bureau.

This Bureau has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not ("not" to be printed in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter is urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:-

The Bureau of Investigation has no prosecutive jurisdiction or control. Such prosecutive jurisdiction over violations of Federal laws is vested in United States Attorneys in the various Federal judicial districts throughout the United States. All information secured by employees of the Bureau of Investigation relating to alleged violations of Federal laws is submitted to the United States Attorney for such use as said official may make of the same in connection with the initiation of prosecutive action against the individuals involved.

The following general information deals with some of the major violations of Federal laws over which this Bureau has investigative jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States Attorney for prosecution in the Federal courts:-

National Motor Vehicle Theft Act.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States Courts for the transportationof the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

White Slave Traffic Act.

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportion for, or in transporting, in interstate or foreign commerce, or in any Territory or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

National Bankruptcy Act.

It is the duty of the Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

Impersonation of Government Officials.

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Larceny of Goods in Interstate Commerce.

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

## Theft, Embezzlement, or Illegal Possession of Government Property.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau has investigative jurisdiction over offenses of this nature.

## Antitrust Laws.

The Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal Antitrust Laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau of Investigation.

## National Bank and Federal Reserve Acts.

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve system, or in reports to the Comptroller of the Currency. The Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## Crimes on Government Reservations.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest Bureau office.

In addition to the violations listed herein, the Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal Statutes or officials, crimes on the high seas, and other Federal Statutes.

## Fugitives from Justice.

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest Bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## Criminal Identification Data.

The Bureau of Investigation, in addition to its field force of trained investigators, serves as a central clearing house of information pertaining to criminals and their records.

The Bureau of Investigation has on file at Washington, D. C., what is believed to be the largest and most complete collection of criminal fingerprint records of current value in existence. On July 1, 1931, there were 2,536,308 fingerprint records and 3,541,519 index records in its files. The chart appearing on the last page of this pamphlet, showing the growth of the work since its inception in 1924, through the fiscal year ended June 30, 1931, indicates very gratifying progress, made possible by the cooperation of law-enforcement officials in the United States and foreign countries. Approximately 1,700 fingerprint records are being received daily from over 3,900 contributors throughout the world.

All peace officers are invited to avail themselves of the data on file in the Bureau of Investigation. This service is rendered to all legally constituted law-enforcement officials and agencies free of cost. Fingerprint cards and franked envelopes for the transmittal of records also are supplied without

charge. When a fingerprint card is received from a contributor, a letter giving the complete criminal record of the individual is in the mails within forty-eight hours. Copies of such records as a matter of policy are sent to each contributor who previously has directed a fingerprint inquiry to the Bureau relative to the particular individual involved, thus enabling the contributor to keep in touch with the subject's current activities. About one hundred and sixty fugitives are being located each month as the result of identifications made in the Bureau of Investigation when fingerprint cards showing their arrest at various points are received.

The attention of contributors of fingerprint data is invited to the fact that it is difficult to identify latent prints found at the scenes of crimes, unless the fingerprint cards of suspects are furnished or the names and descriptions of suspects are given. This is due to the fact that the Henry system, which utilizes all ten fingers, is employed in the Bureau of Investigation in classifying and filing prints.

The past cooperation of police officials, sheriffs, wardens, state identification bureaus, and similar agencies has been splendid. However, the Bureau of Investigation is necessarily a cooperative agency and can give to its correspondents only the information it has received and filed. Despite the gratifying results indicated, there is still room for improvement as the Bureau is not receiving all of the fingerprint records which law-enforcement officials are in a position to furnish. Better and more efficient service can be rendered as the records of the Bureau become more complete. The full cooperation of all peace officers will be of great assistance in this work.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the Bureau of Investigation will be supplied with a copy of this booklet upon request.

## Crime Statistics.

Effective September 1, 1930, the Bureau of Investigation assumed the work initiated on January 1, 1930, by the Committee on Uniform Crime Records of the International Association of Chiefs of Police of compiling national statistics on crime. Monthly bulletins are issued containing these compilations. The statistics collected are based upon the number of "offenses

known to the police", and schedules have been prepared designed to minimize existing differences in the criminal laws of the various States and territories and tending to bring about uniformity in crime statistics. Such schedules, together with the necessary forms and instructions for submitting crime returns, are furnished to law-enforcement officials.

The success of the work of compiling crime statistics naturally rests with the police officials of the United States. In order that this valuable information may be afforded to those officially interested individuals and organizations desiring to receive and utilize the same, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:-

J. Edgar Hoover, Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

July 1, 1931.

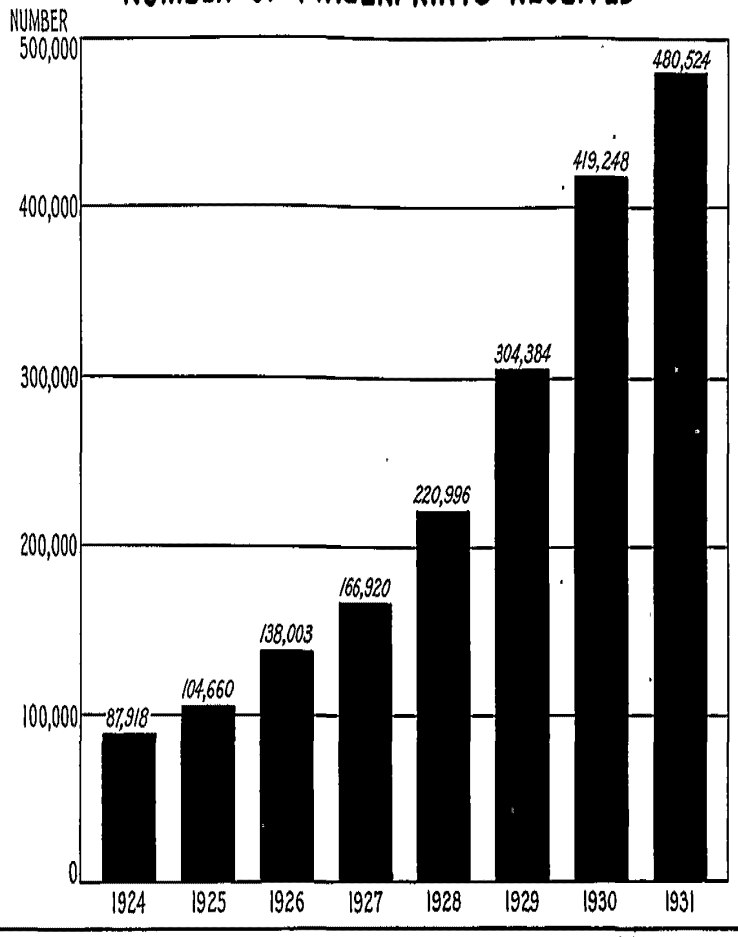
# U. S. Department of Justice

# Bureau of Investigation

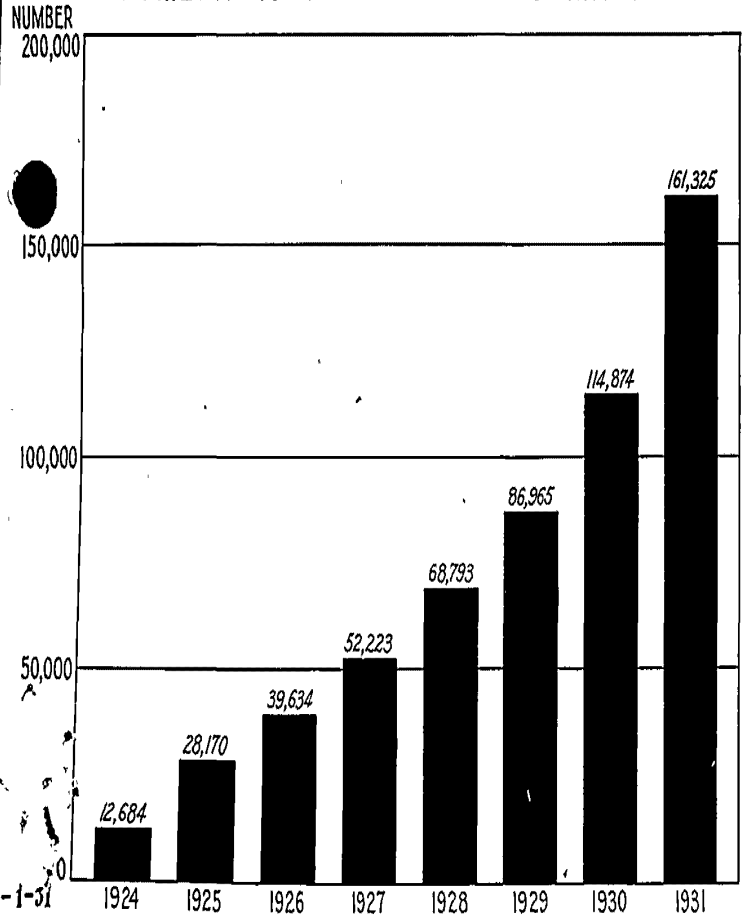
# Division of Identification & Information

John Edgar Hoover, Director

## NUMBER OF FINGERPRINTS RECEIVED

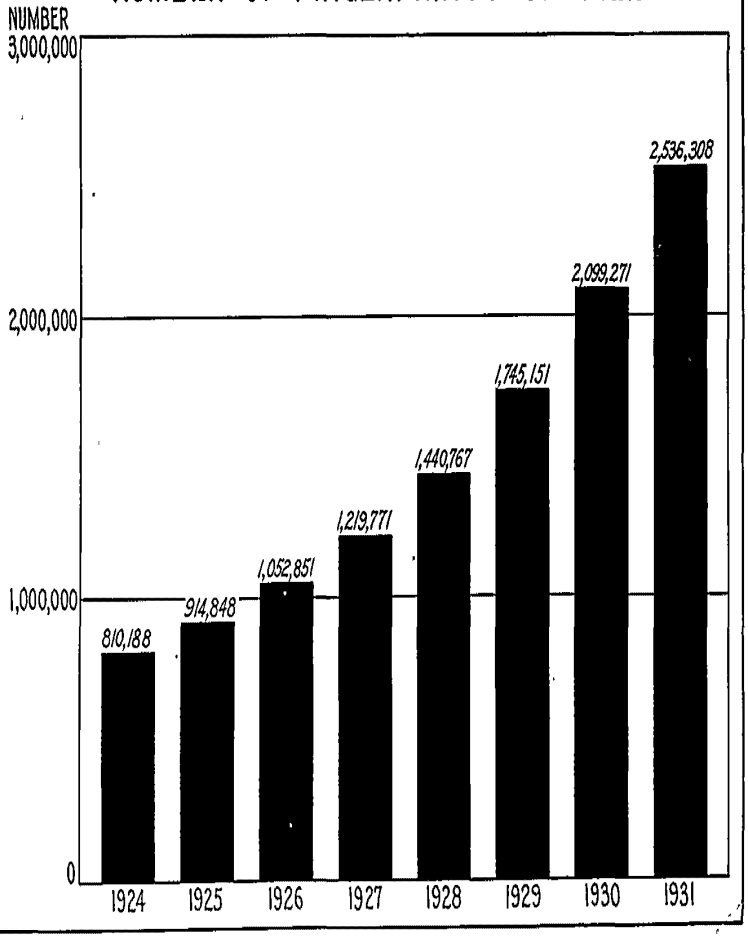



## NUMBER OF IDENTIFICATIONS MADE




7-1-31

## NUMBER OF FINGERPRINTS ON FILE



62-21190-23

~~62-21190-6~~

CT:ACS

62-2:1440

MAR 30 1931

March 28, 1931.

MEMORANDUM FOR MR. J. W. GARDNER,
GENERAL AGENT AND CHIEF CLERK.

There is attached hereto a draft of a proposed re-issue of the pamphlet entitled "The Work of the Bureau of Investigation".

It is requested that the printing of 15,000 copies of this pamphlet be ordered from the Government Printing Office. The size, form, style of printing and quality of paper contained in the previous issue of this pamphlet, a copy of which is attached hereto, should be strictly followed in the printing of the re-issue. It is to be noted that a space has been provided at the bottom of page two so that the address of the Bureau field office may be stamped therein before the distribution of copies of this pamphlet. It is requested that the cover of the pamphlet conform to sample #979 of the attached samples of cover material which have been secured from the Government Printing Office.

It is desired, of course, that page proof of this material be submitted to the Bureau of Investigation before the final printing work is undertaken.

Very truly yours,

Director.

Encl. #439578.

BUREAU FILES DIVISION
MAILED
MAR 28 1931
P. M.

JEH:MO'B

62-21440-242

July 30, 1931.

RECORDED & INDEXED

AUG 5 - 1931

MEMORANDUM FOR MR. HEFFERNAN.

62-21440

With reference to the attached memorandum dated July 25, 1931, requesting the printing of 15,000 copies of the booklet "The Work of the Bureau of Investigation", and about which you conferred with me a few days ago, I have made further inquiry into this matter and have been advised that the printing of this publication by the Government Printing Office would cost approximately $170.02 including the printing of the chart. The useof this booklet by the field Agents of the Bureau is considered necessary in the cooperative relations which must necessarily be established between State, Municipal, and local law enforcement agencies and this Bureau. It would be impossible with the present apparatus available to mimeograph this booklet with the chart incorporated in it, and, even if additional machinery were procured the cost of this work including labor, material and apparatus, would far exceed the expenditure of $170.02.

It is, therefore, requested that this order for the printing be placed and that the $170.02 cost therefor be charged against the $15,000 item for printing allotted to the Bureau of Investigation by recent Departmental action.

Very truly yours,

Encl. 753775 , Director.

BUREAU FILES DIVISION MAILED JUL 30 1931 P. M. DEPT. OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

CT:ACS

July 28, 1931.

RE
BUREAU OF INVESTIGATION
RECEIVED
JUL 28 1931 PM

MEMORANDUM FOR THE DIRECTOR.

Mr. Renneberger has secured an informal estimate from Mr. Vogt, Assistant Superintendent of the Printing Division of the Government Printing Office, covering the Printing of 15,000 copies of the proposed re-issue of the booklet entitled "The Work of the Bureau of Investigation".

Major Vogt states that the printing of this booklet eliminating the blank first inside page will cost approximately $162.90 without the inclusion of the statistical fingerprint chart and approximately $170.02 including the incorporation of the chart. Major Vogt was shown a copy of the old booklet, the text of the material to be printed, was informed that 15,000 copies are desired and that the size, form, quality of printing and quality of paper contained in the previous edition of the booklet would be followed in the proposed re-issue.

Respectfully,

Clyde A. Tolson.

RECORDED
AUG 5 - 1931

62-21440-242
INVESTIGATION
AUG 5 1931 P.M.
JUSTICE
Div. One
FILE

Contract cut $162.90

Rush cut $170.02

for 1500 Copies

Mixed Stock

Laser Copy

Printing

U. S. Department of Justice

# Bureau of Investigation

Washington, D. C.

August 21, 1931

MEMORANDUM FOR THE DIRECTOR

In connection with the booklet "The Work of the Bureau of Investigation", the following changes in phraseology are suggested:

That the words "by a peace officer or law enforcement official", appearing in line 1 of the paragraph devoted to Impersonation Cases on Page 4, be eliminated as being unnecessary repetition.

That the word "all" appearing in line 2 of the paragraph devoted to Anti-Trust Cases, on Page 5, be eliminated as surplusage.

That a sub-heading or some mark of division be inserted after the paragraph devoted to Crimes on Government Reservations, on Page 5, since the following paragraph is devoted to an entirely different subject matter.

That the word "identification" be inserted before the word "orders" in the next to the last line of the first paragraph devoted to Fugitives, on Page 6.

That the phraseology of the second paragraph of the section devoted to Crime Statistics on Page 7, might well be clarified. It is suggested that the words "or failure" be inserted after the word "success" in line 1; that the words "interested officials" be substituted for the words "officially interested individuals" in lines 3 and 4; and that the words "of offenses" be substituted for the words "on offenses" in line 6.

Respectfully,

R. B. Nathan
Special Agent

RECORDED

RBN:MAM

AUG 25 1931

62-21440-24

Tolson

changes made as indicated and proof returned to Bur of Inv 8/26/31

70458 1

UNITED STATES DEPARTMENT OF JUSTICE

BUREAU OF INVESTIGATION

A Booklet concerning the Work of the
Bureau of Investigation

Published for the Information of Law-
enforcement Officials and Agencies

1931

Back up title if necessary. Must go in 8 pt. b.c.v.

carry on proof

70458



THE WORK OF THE BUREAU OF INVESTIGATION ) C. 212

5

This second edition of this booklet is issued to acquaint law-enforcement officials and agencies with the work of the Bureau of Investigation of the United States Department of Justice in its investigation of alleged violations of laws, or matters in which the United States is or may be a party in interest.

The Director of the Bureau of Investigation at Washington, D. C., has under his jurisdiction ~~twenty-five~~ 25 field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge, who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the bureau.

This Bureau has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does *not* ~~("not" to be printed in italics)~~ have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter or, if the matter is urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:

Frank Knox

National Bankruptcy Act - C. 130 cap

It is the duty of the Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy; trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

Impersonation of Government Officials - C. 130 cap

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Larceny of Goods in Interstate Commerce - C. 130 cap

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments, should be reported to the Bureau of Investigation.

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau has investigative jurisdiction over offenses of this nature.

Antitrust Laws

The Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal Antitrust Laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination of conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau of Investigation.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve system, or in reports to the Comptroller of the Currency. The Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

Crimes on Government Reservations

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest Bureau office.

In addition to the violations listed herein, the Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury and bribery in connection with Federal statutes or officials, crimes on the high seas, and other Federal Statutes.

Fugitives from Justice 1 c. 130 copy

The Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest Bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

Criminal Identification Data 1 c. 130 copy

The Bureau of Investigation, in addition to its field force of trained investigators, serves as a central clearing house of information pertaining to criminals and their records.

The Bureau of Investigation has on file at Washington, D. C., what is believed to be the largest and most complete collection of criminal fingerprint records of current value in existence. On July 1, 1931, there were 2,536,308 fingerprint records and 3,541,519 index records in its files. The chart appearing on the last page of this pamphlet, showing the growth of the work since its inception in 1924, through the fiscal year ended June 30, 1931, indicates very gratifying progress, made possible by the cooperation of law-enforcement officials in the United States and foreign countries. Approximately 1,700 fingerprint records are being received daily from over 3,900 contributors throughout the world.

All peace officers are invited to avail themselves of the data on file in the Bureau of Investigation. This service is rendered all legally constituted law-enforcement officials and agencies free of cost. Fingerprint cards and franked envelopes for the transmittal of records also are supplied without

70458

8



charge. When a fingerprint card is received from a contributor, a letter giving the complete criminal record of the individual is in the mails within ~~forty-eight~~ 48 hours. Copies of such records as a matter of policy are sent to each contributor who previously has directed a fingerprint inquiry to the Bureau relative to the particular individual involved, thus enabling the contributor to keep in touch with the subject's current activities. About ~~one hundred and sixty~~ 160 fugitives are being located each month as the result of identifications made in the Bureau of Investigation when fingerprint cards showing their arrest at various points are received.

The attention of contributors of fingerprint data is invited to the fact that it is difficult to identify latent prints found at the scenes of crimes, unless the fingerprint cards of suspects are furnished or the names and descriptions of suspects are given. This is due to the fact that the Henry system, which utilizes all ten fingers, is employed in the Bureau of Investigation in classifying and filing prints.

The past cooperation of police officials, sheriffs, wardens, state identification bureaus, and similar agencies has been splendid. However, the Bureau of Investigation is necessarily a cooperative agency and can give to its correspondents only the information it has received and filed. Despite the gratifying results indicated, there is still room for improvement, as the Bureau is not receiving all of the fingerprint records which law-enforcement officials are in a position to furnish. Better and more efficient service can be rendered as the records of the Bureau become more complete. The full cooperation of all peace officers will be of great assistance in this work.

A pamphlet has been prepared by the Bureau of Investigation entitled "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints. Any law-enforcement officer who is now, or who may desire to become, a correspondent of the Bureau of Investigation will be supplied with a copy of this booklet upon request.

Effective September 1, 1930, the Bureau of Investigation assumed the work initiated on January 1, 1930, by the Committee on Uniform Crime Records of the International Association of Chiefs of Police of compiling national statistics on crime. Monthly bulletins are issued containing these compilations. The statistics collected are based upon the number of offenses



known to the police, and schedules have been prepared designed to minimize existing differences in the criminal laws of the various States and territories and tending to bring about uniformity in crime statistics. Such schedules, together with the necessary forms and instructions for submitting crime returns, are furnished to law-enforcement officials.

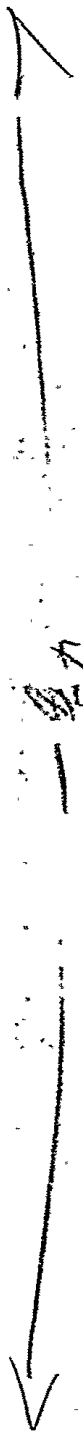
The success of the work of compiling crime statistics naturally rests with the police officials of the United States. In order that this valuable information may be afforded to those officially interested individuals and organizations desiring to receive and utilize the same, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:#

J. Edgar Hoover, Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

July 1, 1931.

Line-cut illus., folio 1a to be inserted



DEPARTMENT OF JUSTICE
OFFICE OF
DIRECTOR, BUREAU OF INVESTIGATION

CT:ACS

August 5, 1931.

MEMORANDUM FOR THE DIRECTOR.

Mr. Heffernan of the Department has forwarded to the Bureau a requisition covering the printing of 15,000 copies of the booklet entitled "The Work of the Bureau of Investigation".

Respectfully,

Clyde A. Tolson.

62-21440

RECORDED & INDEXED 62-21440-243

AUG 7 - 1931

AUG 6 [illegible]
DEPARTMENT OF JUSTICE
NATHAN | FILE

JOHN EDGAR HOOVER
- DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

62-21440

JJW:ACS

August 20, 1931.

RECORDED

62-21440-24

BUREAU OF INVESTIGATION
AUG [illegible] P.M.
DEPARTMENT OF JUSTICE
Nelson | FILM

MEMORANDUM FOR THE DIRECTOR.

AUG 25 1931

The undersigned have considered the proposed pamphlet entitled "The Work of the Bureau of Investigation" and approve it with the following exceptions:

On Page 5 under the caption Antitrust Laws in the third line, the word "of" should be changed to "or".

On Page 6 under the caption Criminal Identification Data in the seventh line from the bottom of the page, the word "being" should be omitted.

It has been observed that pages 2 and 3 are numbered at the bottom whereas the remaining pages are numbered at the top. It is suggested that the attention of the printer be invited to this matter so that the numbers will appear in the pamphlet in a uniform manner.

Respectfully,

H. Nathan.
W. I. Conway.
J. S. Egan.
H. Coonin.
C.A. Appel.
L. B. Reed.
J. J. Waters.
E. A. Tamm
L. C. Schilder.
S. T. Browne.
G. B. Norris.
R. C. Renneberger.

Changes made and proofs returned to Supv's 8/25/31

U. S. Department of Justice

# Bureau of Investigation

Washington, D. C.
August 21, 1931

MEMORANDUM FOR THE DIRECTOR

62-21440-

I have read the proof of the proposed re-edition of the booklet concerning the work of the Bureau of Investigation and I hereby approve of same.

Respectfully,

J. M. Keith

J. M. Keith,
Inspector

JMK:CS

RECORDED

AUG 25 1931

62-21440-244

BUREAU OF INVESTIGATION

FILED

Folder

U. S. Department of Justice

62-21440

# Bureau of Investigation

Washington, D. C.

August 21, 1931

MEMORANDUM FOR THE DIRECTOR

A review of the G. P. O. copy of a booklet concerning the work of the Bureau, indicates surplusage in the content that might be successfully eliminated. Particular reference is made to Pages 3, 4 and 5, wherein several violations over which the Bureau has primary investigative jurisdiction are set forth under their respective sub-titles. The introductory paragraph on Page 3 indicates the Bureau's investigative jurisdiction of these matters; however, this fact is repeated in practically all instances together with the statement that the Bureau desires to be informed of all such violations occurring within the knowledge of the several law enforcement officials. It is believed that the introductory paragraph is sufficient to indicate the jurisdiction of the Bureau and that the desire of the Bureau to be advised of such violations would be sufficient if included in a separate paragraph at the end of the violations listed.

Paragraph 2, under "Crimes on Government Reservations", on Page 5, sets forth additional violations within the jurisdiction of the Bureau by name only. A separate heading for this paragraph might relieve any confusion in the minds of the peace officials.

It is suggested that in the first paragraph, on Page 2, "the second edition of this booklet" might be preferable to "this second edition of this booklet".

Respectfully,

John B. Little
Special Agent

JBL:MAM

RECORDED

AUG 25 1931

62-21440-245

N
T
2 BOD
3
4
5
6 DCS
10
Keith Quirk

## A Bureau Explains Itself

THE BUREAU OF INVESTIGATION of the United States Department of Justice has issued a booklet explaining itself. The reason why this was deemed advisable is not mentioned in the foreword, but it is not difficult to surmise. This we judge from the fact that the document first of all is at pains to tell what the bureau of identification does not undertake to do. It obviously wishes to make friends and therefore hastens to say that "it does not (not is italicized) have investigative jurisdiction over violations of the national prohibition laws!" The same is also true of counterfeiting, narcotic, customs and smuggling, postal or immigration laws.

Thus having cleared its skirts of the line of work, and its subsidiaries, that would be likely to give the bureau a black eye with the general public, the organization goes ahead to explain what it really does do or attempt to do. The booklet is addressed chiefly to law enforcement officials and agencies. The above named eliminated activities bulk so large in public thought that one instinctively wonders how, if these are outside the purview of the bureau, it can find work to keep itself busy. But we quickly are told that there are a round 25 other means of doing wrong to Uncle Sam and his citizenry that the bureau has to keep account of, each under the immediate supervision of a special agent. These agents are district men and each covers all the unexcepted offenses within their individual field of operation. In its booklet the bureau calls upon the official agencies everywhere to give co-operation, but by inference for these agencies "for Pete's sake to hew to the line and not to get the honest, well-meaning investigation bureau mixed up with the liquor law, bootlegging operations and 'sich.' ".

Then we reach in more detail what the investigators really have on their minds. First and foremost it is up to them to trace and get back that stolen car and to punish the thief when the latter has been indiscreet enough to conduct the vehicle across a state line. Also they are after the other fellow who may conceal, receive or otherwise connive at the offense. The bureau next is concerned with white-slave traffic cases and asks help in keeping that record also straight. We will add, lacking space for greater detail, other fields of activity: National Bankruptcy Act violations, impersonation of officials, theft, embezzlement, etc., of government property, anti-trust law offenses, national bank and federal reserve criminality, fugitives from justice and crimes on federal reservations and in all federal public buildings. They do a lot of things, those bureau investigators, but don't accuse them of squelching stills or scrutinizing bootlegs. They don't, and obviously are glad of it.

62-21440

The Times-Picayune
New Orleans
10/20/31

NOT RECORDED
62-21440-511X

CT:ACS

62-21440-515

November 2, 1931.

MEMORANDUM FOR MR. J. W. GARDNER,
GENERAL AGENT AND CHIEF CLERK.

Reference is made to the memorandum addressed to the Bureau of Investigation by Mr. Bodholdt under date of October 27, 1931, relative to the request of the Bureau of Prohibition to be furnished with 50 copies of the booklet entitled "The Work of the Bureau of Investigation" and 500 copies of the booklet entitled "How to Take Fingerprints".

The limited amount of funds available to the Bureau for printing made it necessary to reduce the number of these booklets which were printed to an absolute minimum and it will not be possible to furnish the pamphlets requested.

It is suggested that the Bureau of Prohibition might be able to secure a supply of these pamphlets through the Government Printing Office.

Very truly yours,

Director.

2300 "How To Take Fingerprints"

2750 "The Work of the Bureau"

Bureau of Investigation

Room 318. _____ 1931.

To:
_____ Director.
_____ Ass't. Director Nathan.
_____ Miss Gandy.
_____ Miss O'Brien.
_____ Chief, Div. 2.
_____ Chief, Div. 3.
_____ Chief, Div. 4.
_____ Chief, Div. 5.
_____ Chief, Div. 6.
_____ Chief, Div. 7.
_____ Chief, Div. 8.
_____ Chief, Div. 9.
_____ Chief, Div.10.
_____ Supervisor, Steno. Pool.
_____ Inspector_____
_____ Miss Sheaffer.

Clyde A. Tolson.

EDW. N. BODHOLDT
CHIEF, DIVISION OF SUPPLIES AND PRINTING

BEM

# Department of Justice

Washington BEM-1t

RECEIVED
BUREAU OF INVESTIGATION-DEPT OF JUSTICE
DIV. ONE
OCT 28 1931 PM

October 27, 1931

MEMORANDUM FOR THE DIRECTOR, BUREAU OF INVESTIGATION

We are in receipt of a requisition from the Bureau of Prohibition for fifty copies, of "United States Department of Justice, Bureau of Investigation, a Booklet concerning the Work of the Bureau of Investigation", and five hundred copies of, "How to take Fingerprints", to be forwarded to Garnett Underwood, Receiving Clerk, Rm. 260, 1300 E. St., N. W., Washington, D. C. This request is referred to you for appropriate disposition.

Very truly yours,

Edw. N. Bodholdt

Chief, Division of
Supplies and Printing.

Gardner
11-2-31

62-21440-0

RECORDED

62-21440-515

We certainly cannot supply these from our limited appropriation.

10/28/31 J. E. H.

Mr. Nichols
Mr. Tamm
Mr. Clegg
Mr. Glavin
Mr. Harbo
Mr. Nease
Mr. Seven
Miss Gandy
Miss Holmes
Miss Gandy
Miss Gandy
Miss Gandy

CT:mCS

May 12, 1932.

MEMORANDUM FOR MR. NATHAN
APPEL
BAUGHMAN
CLEGG
EGAN
HUGHES
KEITH
LOCKE
SCHILDER
WATERS

62-21440

Please submit not later than May 23, such suggestions as may occur to you as desirable in connection with the revision of the pamphlet entitled "The Work of the Bureau of Investigation".

It is planned to issue a revised edition of this pamphlet as of July 1, 1932.

Very truly yours,

Director.

RECORDED

62-21440-544

MAY 14 1932 P.M.

RECORDED

INDEXED

LCS:EPH

May 17, 1932.

JUN 2 - 1932

Tolson | FILE

MEMORANDUM FOR THE DIRECTOR:

With reference to your memorandum of May 13, 1932, I beg to submit the following suggestions in connection with the revision of the pamphlet entitled, "The Work of the Bureau of Investigation."

On Page 2 of the pamphlet cited, it is apparently intended to set out in summary fashion, the Bureau's work. However, no mention is made on this page of the identification or criminal statistics angles of the Bureau's activities. I believe that a new paragraph should be added between paragraphs 3 and 4 of the said resume, to read as follows:

"The Bureau has also under its jurisdiction, at Washington, D. C., its Identification Division which is operated as a national clearing house of information pertaining to criminals and their activities, and which has in its records over 3,000,000 fingerprint cards containing criminal histories of approximately 2,000,000 individuals. About 2,000 additional cards are being received each working day from about 5,000 law enforcement officers located throughout the United States and foreign countries."

On Pages 6 and 7, I believe that the information devoted to "Criminal Identification" data should be eliminated in its entirety, and the following substituted therefor:

"The U. S. Bureau of Investigation, in addition to its field force of trained investigators, maintains in its identification section at Washington, D. C., a central clearing house of information pertaining to criminals and their records. The information included in the identification files is based primarily upon fingerprints, and the Bureau's collection is now the largest and most complete group of criminal fingerprint records of current value in existence.

"On July 1, 1932, there were over 3,000,000 fingerprint records and over 4,000,000 index records in the Bureau's archives. The chart which appears on the last page of this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law enforcement officials throughout the United States and foreign

countries. At the present time, approximately 3,000 fingerprint records are being received in the Identification Division daily from about 5,000 contributing law enforcement agencies throughout the world.

"All peace officers are invited to avail themselves of the data on file in the fingerprint section of the U. S. Bureau of Investigation. The service is entirely free of cost, and is rendered to all regularly constituted law enforcement officers and agencies. Fingerprint cards, franked envelopes, the pamphlet entitled, "How to Take Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis.

"When a fingerprint card is received in the Bureau from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no record has been determined, is placed in the mails within 56 hours. Copies of such records, as a matter of policy, are sent to every contributor who previously has directed a fingerprint inquiry to the Bureau relative to the particular individual concerned and the contributor is thus enabled to keep in touch with the individual's current activities.

"Through the identification of individuals whose apprehension is desired, and who are indicated in the fingerprint records of the U. S. Bureau of Investigation as fugitives, about 230 persons who are wanted for various types of offenses, or as escaped prisoners or parole violators are located each month, as the result of identifications made in the Bureau when fingerprint cards showing their arrest or confinement at certain points are received.

"In maintaining its fingerprint files, the U. S. Bureau of Investigation employs the Henry System with current extensions, and since the said system utilizes all ten fingers for the classification and filing of prints, it is extremely difficult for the Bureau to identify latent fingerprints found at the scenes of crimes, unless some data with reference to the names of the suspect or suspects involved, with descriptive information, are supplied.

"In conducting its identification work, the U. S. Bureau of Investigation is essentially a cooperative organization, and can furnish to its contributing law enforcement agencies only the information which it receives from them. The assistance of the Police, Sheriffs, Wardens, State Identification Bureaus and similar agencies has been very gratifying, but despite the splendid results which have been accom-

plished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that the most complete service can be given by the Bureau as its records become more complete. The further cooperation of all peace officers will be of material assistance in this work.

"A pamphlet has been prepared by the U. S. Bureau of Investigation entitled, "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its activities in the international exchange of fingerprints. Any law enforcement officer who is now, or may desire to become a contributor or correspondent of the U. S. Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request."

Respectfully,

L. C. Schilder.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

LCS:EPM

May 17, 1932.

MEMORANDUM FOR THE DIRECTOR:

With reference to your memorandum of May 12, 1932, I beg to submit the following suggestions in connection with the revision of the pamphlet entitled, "The Work of the Bureau of Investigation."

On Page 2 of the pamphlet cited, it is apparently intended to set out in summary fashion, the Bureau's work. However, no mention is made on this page of the identification or criminal statistics angles of the Bureau's activities. I believe that a new paragraph should be added between paragraphs 3 and 4 of the said resume, to read as follows:

"The Bureau has also under its jurisdiction, at Washington, D. C., its Identification Division which is operated as a national clearing house of information pertaining to criminals and their activities, and which has in its records over 3,000,000 fingerprint cards containing criminal histories of approximately 2,000,000 individuals. About 2,000 additional cards are being received each working day from about 5,000 law enforcement officers located throughout the United States and foreign countries."

On Pages 6 and 7, I believe that the information devoted to "Criminal Identification" data should be eliminated in its entirety, and the following substituted therefor:

"The U. S. Bureau of Investigation, in addition to its field force of trained investigators, maintains in its identification section at Washington, D. C., a central clearing house of information pertaining to criminals and their records. The information included in the identification files is based primarily upon fingerprints, and the Bureau's collection is now the largest and most complete group of criminal fingerprint records of current value in existence.

"On July 1, 1932, there were over 3,000,000 fingerprint records and over 4,500,000 index records in the Bureau's archives. ~~The chart which appears on the last page of this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects~~ a gratifying progress made possible by the cooperation of law enforcement officials throughout the United States and foreign

62-21440-54

countries. At the present time, approximately 2,000 fingerprint records are being received in the Identification Division daily from about 5,000 contributing law enforcement agencies throughout the world.

"All peace officers are invited to avail themselves of the data on file in the fingerprint section of the U. S. Bureau of Investigation. The service is entirely free of cost, and is rendered to all regularly constituted law enforcement officers and agencies. Fingerprint cards, franked envelopes, the pamphlet entitled, "How to Take Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis.

"When a fingerprint card is received in the Bureau from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no record has been determined, is placed in the mails within 36 hours. Copies of such records, as a matter of policy, are sent to every contributor who previously has directed a fingerprint inquiry to the Bureau relative to the particular individual concerned and the contributor is thus enabled to keep in touch with the individual's current activities.

"Through the identification of individuals whose apprehension is desired, and who are indicated in the fingerprint records of the U. S. Bureau of Investigation as fugitives, about 230 persons who are wanted for various types of offenses, or as escaped prisoners or parole violators are located each month, as the result of identifications made in the Bureau when fingerprint cards showing their arrest or commitment at certain points are received.

"In maintaining its fingerprint files, the U. S. Bureau of Investigation employs the Henry System with current extensions, and since the said system utilizes all ten fingers for the classification and filing of prints, it is extremely difficult for the Bureau to identify latent fingerprints found at the scenes of crimes, unless some data with reference to the names of the suspect or suspects involved, with descriptive information, are supplied.

"In conducting its identification work, the U. S. Bureau of Investigation is essentially a cooperative organization, and can furnish to its contributing law enforcement agencies only the information which it receives from them. The assistance of the Police, Sheriffs, Wardens, State Identification Bureaus and similar agencies has been very gratifying, but despite the splendid results which have been accom-

plished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that the most complete service can be given by the Bureau as its records become more complete. The further cooperation of all peace officers will be of material assistance in this work.

"A pamphlet has been prepared by the U. S. Bureau of Investigation entitled, "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its activities in the international exchange of fingerprints. Any law enforcement officer who is now, or may desire to become a contributor or correspondent of the U. S. Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request."

Respectfully,

L. C. Schilder.

Insert W.S.T.A. page 3
bottom following last sentence:
"~~It~~ The ~~possible~~ transportation
of women for purposes of
commercial prostitution
is of paramount
importance and information
relating to vice conditions
~~in this region~~ is
especially desired."

HPL:EB

May 19, 1932.

MEMORANDUM FOR THE DIRECTOR.

With reference to your memorandum of May 12, 1932, requesting suggestions desirable in connection with the revision of the pamphlet entitled, "The Work of the Bureau of Investigation", I believe that it would be well to include in the revised pamphlet, which will be issued as of July 1, 1932, some statement indicating by whom the investigative work of the Bureau is performed and also in general and concise terms the standard required of those who perform investigative service.

With this in mind I believe that it would be well to insert as a new paragraph between paragraphs two and three on page two of the present pamphlet, the following paragraph:

> The investigative work of the several field offices under the jurisdiction of the Director of the United States Bureau of Investigation is performed by Special Agents, who are assigned, as the exigencies of the work require, to any field office where their services may be needed. Appointments to the position of Special Agent in the service are, at the present time, restricted to persons who are graduates of recognized law schools or who are expert accountants with at least two years of practical accounting experience. Moreover, appointments are restricted to persons who are between 25 and 35 years of age. After a person is appointed as a Special Agent, he is afforded special training in the work of the Bureau by members of its staff, and others, who are especially proficient in the work of the class performed by the bureau and the standard required upon appointment is maintained by personnel experts. The Bureau believes that by employing only persons who have specialized training and by affording such persons even more specialized training after appointment and by maintaining a high standard for its personnel that greater and more efficient investigative service is rendered to all persons interested or concerned.

Respectfully,

JUL 4 - 1932

Howard P. Locke.

62-24440-546

JUN 2 1932

Tolson

FILE

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

HPL:EB

May 19, 1932.

DEPT. OF JUSTICE
DIVISION ONE
MAY 20 1932

MEMORANDUM FOR THE DIRECTOR.

With reference to your memorandum of May 12, 1932, requesting suggestions desirable in connection with the revision of the pamphlet entitled, "The Work of the Bureau of Investigation", I believe that it would be well to include in the revised pamphlet, which will be issued as of July 1, 1932, some statement indicating by whom the investigative work of the Bureau is performed and also in general and concise terms the standard required of those who perform investigative service.

With this in mind I believe that it would be well to insert as a new paragraph between paragraphs two and three on page two of the present pamphlet, the following paragraph:

> The investigative work of the several field offices under the jurisdiction of the Director of the United States Bureau of Investigation is performed by Special Agents, who are assigned, as the exigencies of the work require, to any field office where their services may be needed. Appointments to the position of Special Agent in the service are, at the present time, restricted to persons who are graduates of recognized law schools or who are expert accountants with at least two years of practical accounting experience. Moreover, appointments are restricted to persons who are between 25 and 35 years of age. After a person is appointed as a Special Agent, he is afforded special training in the work of the Bureau by members of its staff, and others, who are especially proficient in the work of the class performed by the Bureau and the standard required upon appointment is maintained by personnel experts. The Bureau believes that by employing only persons who have specialized training and by affording such persons even more specialized training after appointment and by maintaining a high standard for its personnel that greater and more efficient investigative service is rendered to all persons interested or concerned.

Draft of letter prepared 6/14

Respectfully,

Howard P. Locke

Howard P. Locke.

62-21440-546

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

F

MAY 19 1932 PM

JJW/AEK

May 19, 1932

MEMORANDUM FOR THE DIRECTOR

With reference to your memorandum of May 12th concerning the revision of the pamphlet entitled "The Work of the Bureau of Investigation," it is presumed, of course, that the title will be changed to read "The Work of the United States Bureau of Investigation" and reference to the Bureau in the text of the pamphlet will be in accordance with the foregoing change.

I am attaching hereto a paragraph which it is suggested be published concerning the crime statistics work.

Respectfully,

J. J. Waters.

Incl.#885729

Draft of Bureau pamphlet 6/14

62-21440-547

INCLOSURE
No. 885729
FROM
Department of Justice.
7—849
GOVERNMENT PRINTING OFFICE

IME STATISTICS

An additional function of the United States Bureau of Investigation is the compilation and publication in cooperation with police officials throughout the United States of crime statistics based on a uniform classification of offenses for the entire country. Quarterly Bulletins are published by the Bureau containing these compilations, which are calculated to show the extent and fluctuation of major crimes throughout the United States. The figures are based on the number of offenses known to the police and schedules have been prepared which are designed to minimize existing differences in the criminal laws of the various States and Territories, tending to bring about uniformity in crime statistics based on police records. A manual containing detailed instructions and plans for record systems, together with an outline of the schedules mentioned, is furnished interested police officials free of charge. In addition thereto the necessary forms and addressed return envelopes requiring no postage are forwarded to cooperating officials each month.

The success of the work of compiling crime statistics rests naturally with the police officials in the United States. In order that this valuable information may be available for those who desire it, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts. Complete instructions relative thereto will be furnished upon request to correspondents having official interest.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:

J. Edgar Hoover, Director
U. S. Bureau of Investigation,
Department of Justice,
Washington, D. C.

JJW/AEH: May 19, 1932

62-31444

MEMORANDUM FOR THE DIRECTOR

With reference to your memorandum of May 18th concerning the revision of the pamphlet entitled "The Work of the Bureau of Investigation," it is presumed, of course, that the title will be changed to read "The Work of the United States Bureau of Investigation" and reference to the Bureau in the text of the pamphlet will be in accordance with the foregoing change.

I am attaching hereto a paragraph which it is suggested be published concerning the crime statistics work.

Respectfully,

J. J. Waters.

RECORDED

62-22423-547

JUN 3 - 1932

Incl. #885729

JUN 3 1932

NATHAN | FILE

JJ.:MK

## CRIME STATISTICS

An additional function of the United States Bureau of Investigation is the compilation and publication in cooperation with police officials throughout the United States of crime statistics based on a uniform classification of offenses for the entire country. Quarterly Bulletins are published by the Bureau containing these compilations, which are calculated to show the extent and fluctuation of major crimes throughout the United States. The figures are based on the number of offenses known to the police and schedules have been prepared which are designed to minimize existing differences in the criminal laws of the various States and Territories, tending to bring about uniformity in crime statistics based on police records. A manualcontaining detailed instructions and plans for record systems, together with an outline of the schedules mentioned, is furnished interested police officials free of charge. In addition thereto the necessary forms and addressed return envelopes requiring no postage are forwarded to cooperating officials each month.

The success of the work of compiling crime statistics rests naturally with the police officials in the United States. In order that this valuable information may be available for those who desire it, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts. Complete instructions relative thereto will be furnished upon request to correspondents having official interest.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:

J. Edgar Hoover, Director
U. S. Bureau of Investigation,
Department of Justice,
Washington, D. C.

62-31444-547

CTAGS

62-21440-548

July 7, 1932.

RECORDED

JUL 9 1932

MEMORANDUM FOR MR. J. W. GARDNER,
GENERAL AGENT AND CHIEF CLERK.

62-21440

I am attaching hereto a draft of a proposed re-issue of the booklet entitled "The Work of the Bureau of Investigation". It is requested that the printing of 35,000 copies of this pamphlet be ordered from the Government Printing Office. The size, form, style of printing and quality of paper contained in the previous issue of this booklet, copy attached, should be strictly followed in the printing of the re-issue.

It is desired that the cover of the booklet conform to sample #982 of the samples of cover material attached to the Bureau's memorandum to you No. 333, dated June 27, 1932, with respect to the reprinting of the booklet entitled "How to Take Fingerprints".

It is requested that page proof of this material be submitted to the Bureau before the final printing work is undertaken. If you will forward the requisition covering this printing to the Bureau, the details of this matter will be handled by a representative of the Bureau with the Government Printing Office.

Very truly yours,

Director.

Encl. #400156.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

CT:ACS

JUL 1 1932 PM

June 15, 1932.

MEMORANDUM FOR THE DIRECTOR.

It is recommended that the booklet on the work of the Bureau be re-issued on July 1 as per attached draft:

Respectfully,

H. Nathan.
J. S. Egan - (WSM)
C. A. Tolson.
L. C. Schilder.
T. F. Baughman.
H. P. Locke.
V. W. Hughes.
J. J. Waters RTH
C. A. Appel.
H. H. Clegg.

1 Encl.

Approved.
6/18/32 J. E. H.

Merna Gardner 7-7-32

RECORDER
JUL 9 - 1932

62-21440-548
BUREAU OF INVESTIGATION
JUL 8 1932 P.M.
DEPARTMENT OF JUSTICE
Tolson | FILE

CT:ACS
June 14, 1932.

UNITED STATES BUREAU OF INVESTIGATION.

A Booklet Concerning the Work of the
United States Bureau of Investigation

Published for the information of Law-
Enforcement officials and agencies 1932.

UNITED STATES BUREAU OF INVESTIGATION

---

Published for the information of Law-enforcement officials and agencies.

(Seal)

United States
Government Printing Office
Washington: 1932.

# THE WORK OF THE UNITED STATES BUREAU OF INVESTIGATION

This booklet is issued to acquaint law-enforcement officials and agencies with the work of the U. S. Bureau of Investigation of the Department of Justice in its investigation of alleged violations of laws or matters in which the United States is or may be a party in interest.

The Director of the U. S. Bureau of Investigation at Washington, D. C., has under his jurisdiction 22 field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the bureau.

The bureau has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does not (not in italics) have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter, or, if the matter is urgent, by telegram marked "Government rate collect" to the special agent in charge of the district in which such officer is located.

The address of the U. S. Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:

The U. S. Bureau of Investigation has no prosecutive jurisdiction or control. Such prosecutive jurisdiction over violations of Federal laws is vested in United States attorneys in the various Federal judicial districts throughout the United States. All information secured by employees of the U. S. Bureau of Investigation relating to alleged violations of Federal laws is submitted to the United States attorney for such use as said official may make of the same in connection with the initiation of prosecutive action against the individuals involved.

The following general information deals with some of the major violations of Federal laws over which this bureau has investigative jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States attorney for prosecution in the Federal courts:

NATIONAL MOTOR VEHICLE THEFT ACT.

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the bureau an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

WHITE SLAVE TRAFFIC ACT.

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, or in any Territory or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The U. S. Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

NATIONAL BANKRUPTCY ACT.

It is the duty of the U. S. Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

IMPERSONATION OF GOVERNMENT OFFICIALS.

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the U. S. Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

LARCENY OF GOODS IN INTERSTATE COMMERCE.

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments should be reported to the U. S. Bureau of Investigation.

(Insert "A" attached)

Insert "A".

KIDNAPPING.

Under the provisions of an Act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnapped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation or conspiracy, such person or persons are guilty of violating the Federal Kidnapping Law. Cases of this nature are investigated by the U. S. Bureau of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest office of the Bureau for appropriate attention.

7/7/32

THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY.

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The bureau has investigative jurisdiction over offenses of this nature.

ANTITRUST LAWS.

The U. S. Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau.

NATIONAL BANK AND FEDERAL RESERVE ACTS.

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal reserve system, or in reports to the Comptroller of the Currency. The U. S. Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

CRIMES ON GOVERNMENT RESERVATIONS.

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the U. S. Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

---

In addition to the violations listed herein the U. S. Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury, embezzlement, and bribery in connection with Federal statutes or officials, crimes on the high seas, and other Federal statutes.

INSERT "B" attached.

FUGITIVES FROM JUSTICE.

The U. S. Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice

INSERT "B"

The chart shown on Page___of this pamphlet reflects the accomplishments of employees of the Bureau in investigating alleged violations of Federal criminal statutes during the fiscal years 1924 to 1932, inclusive.

is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## CRIMINAL IDENTIFICATION DATA.

The U. S. Bureau of Investigation, in addition to its field force of trained investigators, maintains in its identification section at Washington, D. C., a central clearing house of information pertaining to criminals and their records. The information included in the identification files is based primarily upon fingerprints, and the bureau's collection is now the largest and most complete group of criminal fingerprint records of current value in existence.

On August 1, 1932, there were over 3,250,000 fingerprint records and over 4,300,000 index records in the bureau's archives. The chart which appearsoon the last page of this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. At the present time, approximately 2,000 fingerprint records are being received in the Identification Division daily from about 5,000 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the fingerprint section of the U. S. Bureau of Investigation. The service is entirely free of cost, and is rendered to all regularly constituted law-enforcement officers and agencies. Fingerprint cards, franked envelopes, the pamphlet entitled, "How To Take Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis.

When a fingerprint card is received in the bureau from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no record has been determined, is placed in the mails within 36 hours. Copies of such records, as a matter of

policy, are sent to every contributor who previously has directed a fingerprint inquiry to the Bureau relative to the particular individual concerned and the contributor is thus enabled to keep in touch with the individual's current activities.

Through the identification of individuals whose apprehension is desired, and who are indicated in the fingerprint records of the U. S. Bureau of Investigation as fugitives, about 230 persons who are wanted for various types of offenses, or as escaped prisoners or parole violators are located each month, as the result of identifications made in the Bureau when fingerprint cards showing their arrest or commitment at certain points are received.

In maintaining its fingerprint files, the U. S. Bureau of Investigation employs the Henry System with current extensions, and since the said system utilizes all ten fingers for the classification and filing of prints, it is extremely difficult for the Bureau to identify latent fingerprints found at the scenes of crimes, unless some data with reference to the names of the suspect or suspects involved, with descriptive information, are supplied.

In conducting its identification work, the U. S. Bureau of Investigation is essentially a cooperative organization, and can furnish to its contributing law-enforcement agencies only the information which it receives from them. The assistance of the Police, Sheriffs, Wardens, State Identification Bureaus and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that the most complete service can be given by the Bureau as its records become more complete. The further cooperation of all peace officers will be of material assistance in this work.

A pamphlet has been prepared by the U. S. Bureau of Investigation entitled, "How to Take Fingerprints", which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its activities in the international exchange of fingerprints. Any law-enforcement officer who is now, or may desire to become a contributor or correspondent of the U. S. Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request.

CRIME STATISTICS.

An additional function of the U. S. Bureau of Investigation is the compilation and publication in cooperation with police officials throughout the United States of crime statistics based on a uniform classification of offenses for the entire country. Quarterly Bulletins are published by the Bureau containing these compilations, which are calculated to show the extent and fluctuation of major crimes throughout the United States. The figures are based on the number of offenses known to the police and schedules have been prepared which are designed to minimize existing differences in the criminal laws of the various States and Territories, tending to bring about uniformity in crime statistics based on police records. A manual containing detailed instructions and plans for record systems, together with an outline of the schedules mentioned, is furnished interested police officials free of charge. In addition thereto, the necessary forms and addressed return envelopes requiring no postage are forwarded to cooperating officials each month.

The success of the work of compiling crime statistics rests naturally with the police officials in the United States. In order that this valuable information may be available for those who desire it, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts. Complete instructions relative thereto will be furnished upon request to correspondents having official interest.

Any inquiries concerning identification matters or uniform crime statistics should be addressed to:

J. Edgar Hoover, Director,
U. S. Bureau of Investigation,
Washington, D. C.

August 1, 1932.

DEPARTMENT OF JUSTICE
OFFICE OF
DIRECTOR, BUREAU OF INVESTIGATION

CT:ACS

July 12, 1932.

DEPT. OF JUSTICE
DIVISION ONE
JUL 12 1932 PM

MEMORANDUM FOR THE DIRECTOR.

Mr. Renneberger secured from Mr. Mitchell of the Government Printing Office an informal estimate on the printing of 35,000 copies of the booklet on the work of the Bureau. Mr. Mitchell states the cost of printing this number of copies would be approximately $300.

Mr. Mitchell also informed Mr. Renneberger that he estimates the cost of 20,000 copies of the booklet "How to Take Fingerprints" will be $365. The requisition for the printing of the booklet on "How to Take Fingerprints" was approved by the Department and the proof has been returned to the printer. Mr. Mitchell advises that the work will be completed in about fifteen days.

Respectfully,

Clyde A. Tolson

62-21440-548

RECORDED & INDEXED

62-21440-549
BUREAU OF INVESTIGATION
JUL 13 1932 A.M.

JUL 14 1932

NATHAN

62-21440

62-21440-550

BUREAU OF INVESTIGATION
AUG 4 1932 P.M.
DEPARTMENT OF JUSTICE
Div. Seven
FILE

CT:ACS August 3, 1932.

RECORDED
INDEXED

MEMORANDUM FOR THE DIRECTOR.

AUG 5 - 1932

Mr. Heffernan spoke to me in the corridor today concerning the recommendation for the promotion of Mr. Coffey. He stated this would have to be held in abeyance pending the transmittal to the Bureau of the Budget of the list of vacancies in the Bureau and that, in his opinion, the promotion could not be effected unless it contemplated the filling of a vacancy which has arisen since July 1 by the resignation or separation from the service of some field employee in Grade Caf 11.

Mr. Heffernan also asked me to look over a tentative allocation of printing funds for the various Divisions of the Department. The total printing item for the Department for the current fiscal year is $290,000. This estimate includes the allocation of $8,000 to the Bureau, our request having been reduced from $9,000.

Mr. Heffernan stated he did not believe it would be possible to approve the printing of the booklet on the work of the Bureau in view of the Attorney General's desire for the utmost economy in printing requisitions. He explained that while allocations were being made, he intended to disapprove any requisitions for work which he did not believe represented necessary printing items. I called Mr. Heffernan's attention to the fact that last year the Bureau expended more than $15,000 for printing and that through utilizing our multigraphing equipment and reducing the crime bulletins, our estimate for this year had been reduced almost one-half, that is to $9,000, and that the Bureau considered the printing of this booklet to be essential to the efficient carrying on of its work. His answer to this was that none of the branches of the Department expected to operate efficiently under the reduced appropriations available.

As stated to you in a recent memorandum, it has been ascertained that the cost of printing 35,000 copies of this booklet would be approximately $300.

Respectfully,

Clyde A. Tolson.

CT:ACS

62-21440-551

August 8, 1932.

AUG 10 1932

MEMORANDUM FOR MR. D. J. HEFFERNAN,
ASSISTANT CHIEF CLERK.

62-21440

Replying to your memorandum of August 4, 1932, you are advised that the printing of the pamphlet entitled "The Work of the Bureau of Investigation" referred to in the attached memorandum addressed to Mr. Gardner under date of July 7, 1932, is necessary in connection with the functioning of this Bureau.

It has been informally ascertained from Mr. Mitchell of the Government Printing Office that the printing of 35,000 copies of this booklet will cost approximately $300. The distribution of the booklet to law-enforcement officials and agencies throughout the country will result in the saving of thousands of dollars inasmuch as the booklet informs such officials of the investigative jurisdiction of the Bureau. The availability of this information to peace officers will eliminate the referring of many alleged violations of Federal laws to the Bureau which do not fall within its jurisdiction and will save considerable travel on the part of Bureau Agents in communicating with individuals concerning matters which should be handled by other investigative agencies of the Federal Government.

Very truly yours,

Director.

Encl. #400202.

COPY FILED IN

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

T4

DEPARTMENT OF JUSTICE

WASHINGTON, D.C. DJH-mtf

BUREAU OF INVESTIGATION
DEPT. OF JUSTICE
DIVISION ONE
AUG - 6 1932 AM

August 4, 1932.

MEMORANDUM FOR MR. HOOVER

I am returning herewith your memorandum of July 7th, with the manuscript for a new issue of the booklet concerning the work of the Bureau of Investigation. It has been necessary to hold this until we were advised of the amount of our allotment for printing and binding work under Section 302 of the so-called Economy Act. We have finally been allotted $290,000 which is $80,000 less than the amount appropriated last year. Under the circumstances it is necessary that all printing for the Department during the present fiscal year be confined to that absolutely imperative to the continued functioning of the office requesting it. The question of the desirability of the work or even that the efficiency of the office desiring it may be somewhat impaired because of the lack of it cannot be considered as a guide since the efficiency of the Department and of the offices of the court officials will necessarily be somewhat impaired, if not seriously so, by the reduction in this appropriation. In other words we can do only such printing as is imperatively necessary for the continued functioning of the office concerned. You will perhaps appreciate this fact when I tell you that it will take not less than $170,000 for the printing of briefs and records even at the lower prices we have been able to secure under our contracts this year and $27,000 more for the Supreme Court Reports, the Opinions of the Attorney General and the Annual Report, leaving only a little over $90,000 for everything else including the Opinions of the Courts of Appeals which cost about $17,000 annually, the court dockets which have averaged between $18,000 and $20,000, all legal forms used in the Department and courts, letterheads and all other work of the three Bureaus.

COPY FILED IN

The question presented is, therefore, is the printing of this booklet absolutely necessary for the continued functioning of the Bureau of Investigation?

Respectfully,

Acting Chief Clerk.

62-21440-551
BUREAU OF INVESTIGATION
AUG 9 1932 A.M.
DEPARTMENT OF JUSTICE
Nelson | FILE

Yes tell him
ok. J. E. H.
8/6/32

AUG 10 1932

Ans
8-8-32

United States Bureau of Investigation

Room 318. 8/10 1932

To: ✓ Director.
____ Ass't Director Nathan.
____ Miss Gandy.
____ Miss O'Brien.
____ Chief, Div. 2.
____ Chief, Div. 3.
____ Chief, Div. 4.
____ Chief, Div. 5.
____ Chief, Div. 6.
____ Chief, Div. 7.
____ Chief, Div. 8.
____ Chief, Div. 9.
____ Chief, Div. 10.
____ Supervisor, Steno. Pool.
____ Inspector _____
____ Miss Sheaffer.

62-21440

Received requisition today covering printing of booklet on work of Bureau

62-21440-552

RECORDED
BUREAU OF INVESTIGATION
AUG 11 1932 A.M.

AUG 11 1932

Clyde A. Tolson.

NATHAN FILE

U. S. Bureau of Investigation

Department of Justice

Washington, D. C.

September 26, 1932.

BUREAU BULLETIN NO. 23.
Fiscal Year 1933.

TO ALL SPECIAL AGENTS IN CHARGE:

This is to advise you that a revised edition of the Bureau's publication entitled "The Work of the United States Bureau of Investigation" is being issued, a supply of which will be forwarded to each Bureau office about October 1, 1932, for distribution to law enforcement officials within the district covered by each office.

Very truly yours,

J. Edgar Hoover,

Director.

RECORDED

62-21440-558
BUREAU OF INVESTIGATION
SEP 28 1932 A.M.
DEPARTMENT OF JUSTICE
FILE

MFL:CJR

October 5, 1932

MEMORANDUM FOR MR. HOOVER
NATHAN
TOLSON
APPEL
BAUGHMAN
BROWNE
CLEGG
COFFEY
EGAN
HUGHES
LESTER
LOCKE
LOCKERMAN
LOEBL
MANNING
NICHOLSON
PENNINGTON
PETERSON
REINEBERGER
SCHENKEN
SCHILDER
SEXTARTH
SIMPSON
WATERS
STENOGRAPHIC POOL

There will be delivered to you tomorrow, new copies of the pamphlet concerning the work of the Bureau. All copies of the previous edition which are now in your possession should be immediately destroyed.

Very truly yours,

J. E. Hoover

Director.

62-[illegible]

RECORDED & INDEXED

[illegible]

United States Bureau of Investigation

From: Division Ten.

10/5 1932.

To: ____Director.
____Mr. Nathan.
____Mr. Tolson.
____Miss Gandy.
____Chief, Div. 1.
____Chief, Div. 2.
____Chief, Div. 3.
____Chief, Div. 4.
____Chief, Div. 5.
____Chief, Div. 6.
____Chief, Div. 7.
__✓__Chief, Div. 8.
____Chief, Div. 9.
____Mr.

6
Five old copies of
Work of the Bureau attached
to be filed.

62-21440
Encl. filed in back of file.
CVV

R. C. Renneberger.

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 12
Page 102 ~ Duplicate Serial 72
Page 103 ~ Duplicate Serial 72
Page 104 ~ Duplicate Serial 72
Page 110 ~ Duplicate Serial 72
Page 112 ~ Duplicate Serial 72
Page 113 ~ Duplicate Serial 72
Page 114 ~ Duplicate Serial 72
Page 173 ~ Duplicate Serial 216
Page 191 ~ Duplicate Serial 241
Page 193 ~ Duplicate Serial 241
Page 199 ~ Duplicate Serial 241
Page 201 ~ Duplicate Serial 241

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Section 2

4-94b (2-8-55)

FOLLOWING SERIALS REMOVED FROM FILE AND
DESTROYED IN ACCORDANCE WITH AUTHORITY
CONTAINED IN 66-3286-~~608~~. 748

62-21440-560 THRU 588, 590
591 THRU 598
600 THRU 678
681 THRU 683
686 THRU 694, 697
700 THRU 704
706 THRU 709
711 THRU 725, 727, 728,
729, 730, 731
733 THRU 764, 766, 767, 768,
769 THRU 774
755 THRU 787
789 THRU 793
797 THRU 800

SEP 16 1957

62-21440-609: Missing from file when purged.

CT:ACS

RECORDED 62-214[illegible]-55

May 9, 1933.

MAY 12 1933

MEMORANDUM FOR DIVISION TEN.

Please prepare 20,000 copies of a booklet entitled "The Work and Functions of the United States Bureau of Investigation", in accordance with the attached draft of material for inclusion therein.

Proof copies of the cover page, which may conform generally to the cover used on the monthly Fugitive Bulletin, and the pamphlet, should be submitted to the Bureau for advance approval after preparation in your Division. Any questions concerning the preparation of this booklet should be discussed by you with Mr. Tolson.

Very truly yours,

Director.

Enclosure.

[illegible] 10 1933

United States Bureau of Investigation

Room 318. 5-4 1933

To: ____Director
✓ Mr. Nathan
✓ Mr. Edwards
____Mr. Clegg
____Miss Gandy
____Miss O'Brien
____Chief, Div. ____
____Supervisor, Steno. Pool.
____Inspector ____
____Miss Sheaffer.

Do you approve?

Memo dtd 10
5-9-33

Clyde A. Tolson.

JOHN EDGAR HOOVER
DIRECTOR

# U. S. Bureau of Investigation

Department of Justice

Washington, D. C.

HHC:HCB

April 29, 1933.

MEMORANDUM FOR THE DIRECTOR

There is submitted herewith a draft of the suggested set-up of a publication to be available for distribution to law enforcement officials and others having a studious interest in the work and functions of this Bureau during the course of the Chicago Century of Progress Exposition. This draft is prepared in a form so that it may supplant the 1932 issue of the booklet concerning the work of the Bureau.

Respectfully,

H. H. Clegg.

62-31420-589

BUREAU OF INVESTIGATION
MAY 11 1933 P.M.
DEPARTMENT OF JUSTICE

NATHAN
CLEGG
EDWARDS
TOLSON

FILE

RECORDED
MAY 12 1933

# THE WORK AND FUNCTIONS

# OF

# THE UNITED STATES BUREAU OF INVESTIGATION

# DEPARTMENT OF JUSTICE

John Edgar Hoover, Director,
Washington, D. C.

PUBLISHED FOR THE INFORMATION OF LAW-ENFORCEMENT
OFFICIALS AND AGENCIES June 1, 1933.

62-21440-589

# INTRODUCTION

"The administration of The United States Bureau of Investigation is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions." ********* "The Identification Division is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the United States Bureau of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this Bureau.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the United States Bureau of Investigation of the Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Bureau. There is being presented an outline of the investigative, fingerprint identification and crime statistics functions of the Bureau, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this Bureau, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from a recent address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

## INVESTIGATIVE FUNCTIONS

This Bureau has investigative jurisdiction over all violations of Federal Laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau which receive most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Federal Kidnaping Act
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds Against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of ExplosivesViolations
Interstate Commerce Violations
Intimidation of Witnesses
International Claims
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

The Director of the United States Bureau of Investigation has under his jurisdiction twenty-two field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of the Bureau. Any information concerning a violation of a law which is investigated by this Bureau coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

DRY-LITH REPRODUCTION OF TERRITORIAL ALLOCATION MAP

Communications to a field office of this Bureau should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example; Special Agent in Charge, United States Bureau of Investigation, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Ala. | 201 Liberty Nat'l. Life | 7-1755 |
| Charlotte, N. C. | 1806 First Nat'l. Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 1420 Enquirer | Parkway 4441 |
| Dallas, Texas | Post Office | 2-3866 |
| Detroit, Mich. | 625 Lafayette | Cadillac 2835 |
| Honolulu, Hawaii | Federal | |
| Jacksonville, Fla. | Atlantic Nat'l.Bk.Bldg.Annex | 5-8209 |
| Kansas City, Mo. | 905 Federal Reserve Bank | Victor 3054 |
| Los Angeles, Calif. | 619 Federal | Mutual 2201 |
| New Orleans, La. | 326⅛ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Avenue,Rm.1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 313 Old Post Office | Broadway 0446 |
| Salt Lake City, Utah | 900 Ezra Thompson | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes Bldg. | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 203 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185 |

The United States Bureau of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether or not prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Bureau has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Bureau desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

## ANTITRUST LAWS

The United States Bureau of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau.

## BANKRUPTCY VIOLATIONS

It is the duty of the United States Bureau of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the Bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the United States Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest Bureau office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The United States Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest Bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the United States Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the United States Bureau of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest office of the Bureau for appropriate attention.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the United States Bureau of Investigation.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal reserve system, or in reports to

the Comptroller of the Currency. The United States Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The United States Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

## IDENTIFICATION FUNCTIONS

Photograph of a Portion of the Technical Section of the Identification Division

Photograph of the Typing Section - Identification Division

## IDENTIFICATION FUNCTIONS

The United States Bureau of Investigation, in addition to its field investigative offices, maintains an identification division at Washington, D.C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1933, there were 3,528,554 fingerprint records and 4,643,661 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Division daily from contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the United States Bureau of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Bureau's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Bureau places notations in its files, upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 350 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Bureau's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Bureau's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the United States Bureau of Investigation employs the Henry system with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the United States Bureau of Investigation is essentially a cooperative organization, and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar

agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of 35 foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the United States Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is very trivial; in fact it may be improvised locally with but slight expense. This Bureau will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Bureau are so manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the United States Bureau of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Bureau provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Bureau.

In order to supplement the statistics obtained from the records described above, the Bureau periodically makes tabulations of data from the fingerprint cards currently received from law enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; and during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, which contributed the crime reports. A majority of the larger cities throughout the country sends these reports regularly to the Bureau. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Bureau.

## CONCLUSION

The growth and development of the functions of this Bureau ~~is a~~ are matters in which we all can take considerable pride. Because of the fact that this growth and development ~~has~~ have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the United States Bureau of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Bureau who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
United States Bureau of Investigation,
Washington, D. C.

June 1, 1933.

DRY-LITH STATISTICAL CHART INDICATING THE ACCOMPLISHMENTS OF THE FINGERPRINT DIVISION DURING THE FISCAL YEARS 1924 to 1932, INCLUSIVE.

DRY-LITH CHART SHOWING COMPARATIVE ACCOMPLISHMENTS (INVESTIGATIVE FUNCTIONS) BY FISCAL YEARS JULY 1 to JUNE 30.

DRY-LITH CHART SHOWING PROGRESS AND ACCOMPLISHMENTS OF THE UNIFORM CRIME STATISTICS FUNCTIONS OF THE BUREAU.

# UNITED STATES BUREAU OF INVESTIGATION

## A BOOKLET CONCERNING THE WORK OF THE UNITED STATES BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION OF LAW-ENFORCEMENT OFFICIALS AND AGENCIES :: :: :: :: :: :: :: 1932

# UNITED STATES
# BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION
OF LAW-ENFORCEMENT OFFICIALS
AND AGENCIES

UNITED STATES
GOVERNMENT PRINTING OFFICE
WASHINGTON : 1932

# THE WORK OF THE UNITED STATES BUREAU OF INVESTIGATION

This booklet is issued to acquaint law-enforcement officials and agencies with the work of the United States Bureau of Investigation of the Department of Justice in its investigation of alleged violations of laws or matters in which the United States is or may be a party in interest.

The Director of the United States Bureau of Investigation at Washington, D. C., has under his jurisdiction 22 field offices located throughout the United States. Each field office is under the immediate supervision of a special agent in charge who has jurisdiction in his respective district of the investigation of all offenses against the laws of the United States which are under the jurisdiction of the Bureau.

The bureau has investigative jurisdiction over all violations of Federal laws and matters not specifically assigned by congressional enactment, or otherwise, to other Federal agencies. It does *not* have investigative jurisdiction over violations of the national prohibition, counterfeiting, narcotic, customs and smuggling, postal, or immigration laws.

Any information concerning a violation of a Federal law, other than those listed above, which comes to the attention of a law-enforcement official or peace officer, should be sent by letter, or, if the matter is urgent, by telegram marked " Government rate collect " to the special agent in charge of the district in which such officer is located.

The address of the United States Bureau of Investigation field office having investigative jurisdiction over the district in which you are located is as follows:

139706°—32

The United States Bureau of Investigation has no prosecutive jurisdiction or control. Such prosecutive jurisdiction over violations of Federal laws is vested in United States attorneys in the various Federal judicial districts throughout the United States. All information secured by employees of the United States Bureau of Investigation relating to alleged violations of Federal laws is submitted to the United States attorney for such use as said official may make of the same in connection with the initiation of prosecutive action against the individuals involved.

The following general information deals with some of the major violations of Federal laws over which this bureau has investigative jurisdiction, together with an indication of the kind of information the bureau desires to receive from interested State and local officials in order that an appropriate investigation may be made and the facts submitted to the United States attorney for prosecution in the Federal courts:

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the bureau an investigation will be made to determine whether there has been a violation of the national motor vehicle theft act.

## WHITE SLAVE TRAFFIC ACT

The white slave traffic act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, or in any Territory or in the District of Columbia, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The United States Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

## NATIONAL BANKRUPTCY ACT

It is the duty of the United States Bureau of Investigation to investigate alleged violations which occur in the administration of the national bankruptcy act. Violations of this act are usually reported to the bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

In bankruptcy cases, particularly, local peace officers obtain valuable information which is not available to an outside investigator.

## IMPERSONATION OF GOVERNMENT OFFICIALS

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States, or that such individual fraudulently acted as if he were a Federal officer for the purpose of obtaining or demanding anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the United States Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## LARCENY OF GOODS IN INTERSTATE COMMERCE

Any facts which indicate than any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment, or that any person has received anything which was stolen from such shipments should be reported to the United States Bureau of Investigation.

## KIDNAPING

Under the provisions of an act of Congress approved by the President on June 22, 1932, whoever transports or aids in transport-

ing in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the United States Bureau of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest office of the bureau for appropriate attention.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The bureau has investigative jurisdiction over offenses of this nature.

## ANTITRUST LAWS

The United States Bureau of Investigation is charged with the duty of collecting all evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the bureau.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal reserve system, or in reports to the Comptroller of the Currency. The United States Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or other Government property, is under the jurisdiction of the United States Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest bureau office.

---

In addition to the violations listed herein the United States Bureau of Investigation has investigative jurisdiction over violations of the neutrality laws, and related matters, the corrupt practices act, perjury, embezzlement, and bribery in connection with Federal statutes or officials, crimes on the high seas, and other Federal statutes.

---

The chart shown on page 9 of this pamphlet reflects the accomplishments of employees of the bureau in investigating alleged violations of Federal criminal statutes during the fiscal years 1925 to 1932, inclusive.

## FUGITIVES FROM JUSTICE

The United States Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints, and description of the fugitive, together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## CRIMINAL IDENTIFICATION DATA

The United States Bureau of Investigation, in addition to its field force of trained investigators, maintains in its identification section at Washington, D. C., a central clearing house of information pertaining to criminals and their records. The information included in the identification files is based primarily upon fingerprints, and the bureau's collection is now the largest and most complete group of criminal fingerprint records of current value in existence.

On September 1, 1932, there were over 3,250,000 fingerprint records and over 4,300,000 index records in the bureau's archives. The chart which appears on the last page of this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. At the present time, approximately 2,000 fingerprint records are being received in the identification division daily from about 5,000 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the fingerprint section of the United States Bureau of Investigation. The service is entirely free of cost, and is rendered to all regularly constituted law-enforcement officers and agencies. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the bureau, are supplied gratis.

When a fingerprint card is received in the bureau from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no record has been determined, is placed in the mails within 36 hours. Copies of such records, as a matter of policy, are sent to every contributor who previously has directed a fingerprint inquiry to the bureau relative to the particular individual concerned and the contributor is thus enabled to keep in touch with the individual's current activities.

Through the identification of individuals whose apprehension is desired, and who are indicated in the fingerprint records of the United States Bureau of Investigation as fugitives, about 230 persons who are wanted for various types of offenses, or as escaped prisoners or parole violators are located each month, as the result of identifications made in the bureau when fingerprint cards showing their arrest or commitment at certain points are received.

In maintaining its fingerprint files, the United States Bureau of Investigation employs the Henry system with current extensions, and since the said system utilizes all 10 fingers for the classifica-

tion and filing of prints, it is extremely difficult for the bureau to identify latent fingerprints found at the scenes of crimes, unless some data with reference to the names of the suspect or suspects involved, with descriptive information, are supplied.

In conducting its identification work, the United States Bureau of Investigation is essentially a cooperative organization, and can furnish to its contributing law-enforcement agencies only the information which it receives from them. The assistance of the police, sheriffs, wardens, State identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that the most complete service can be given by the bureau as its records become more complete. The further cooperation of all peace officers will be of material assistance in this work.

A pamphlet has been prepared by the United States Bureau of Investigation entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the bureau's identification activities, including its activities in the international exchange of fingerprints. Any law-enforcement officer who is now, or may desire to become a contributor or correspondent of the United States Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request.

## CRIME STATISTICS

An additional function of the United States Bureau of Investigation is the compilation and publication in cooperation with police officials throughout the United States of crime statistics based on a uniform classification of offenses for the entire country. Quarterly bulletins are published by the bureau containing these compilations, which are calculated to show the extent and fluctuation of major crimes throughout the United States. The figures are based on the number of offenses known to the police and schedules have been prepared which are designed to minimize existing differences in the criminal laws of the various States and Territories, tending to bring about uniformity in crime statistics based on police records. A manual containing detailed instructions and plans for record systems, together with an outline of the schedules mentioned, is furnished interested police officials free of charge. In addition thereto, the necessary forms and addressed return envelopes requiring no postage are forwarded to cooperating officials each month.

The success of the work of compiling crime statistics rests naturally with the police officials in the United States. In order that this valuable information may be available for those who desire it, it is hoped that police officials will cooperate by submitting monthly returns on the forms provided on offenses committed in their districts. Complete instructions relative thereto will be furnished upon request to correspondents having official interest.

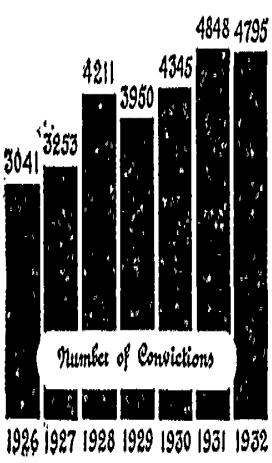
Any inquiries concerning identification matters or uniform crime statistics should be addressed to:

J. EDGAR HOOVER, Director,
United States Bureau of Investigation,
Washington, D. C.

SEPTEMBER 1, 1932.

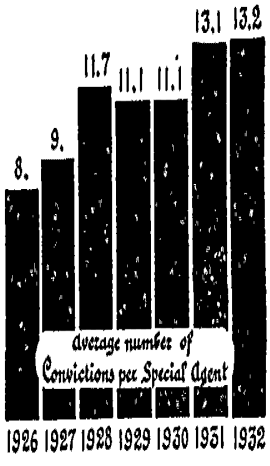
# United States Bureau of Investigation

## John Edgar Hoover, Director



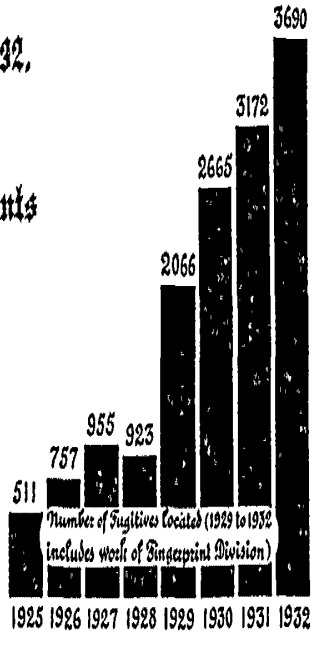


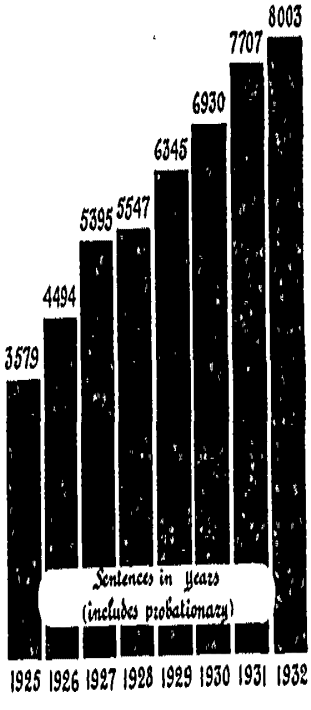





Washington, D.C., July 1, 1932.

## Comparative Accomplishments by Fiscal Years, July 1, to June 30.



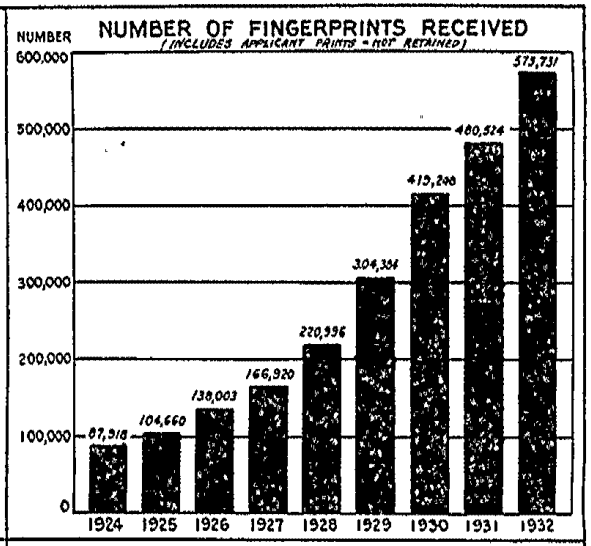
# United States Bureau of Investigation

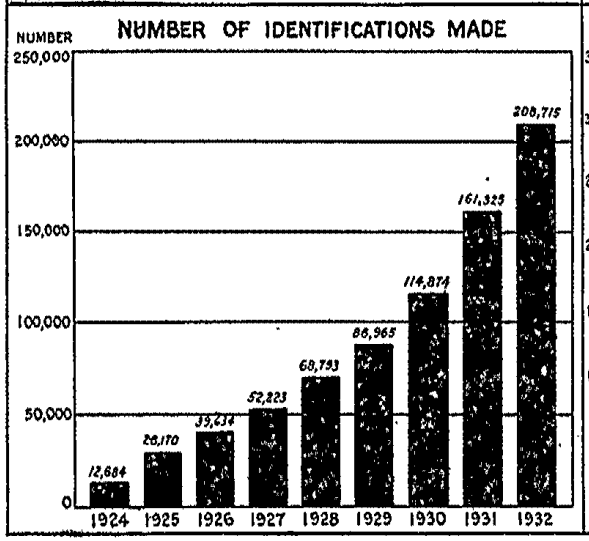
WASHINGTON, D.C.

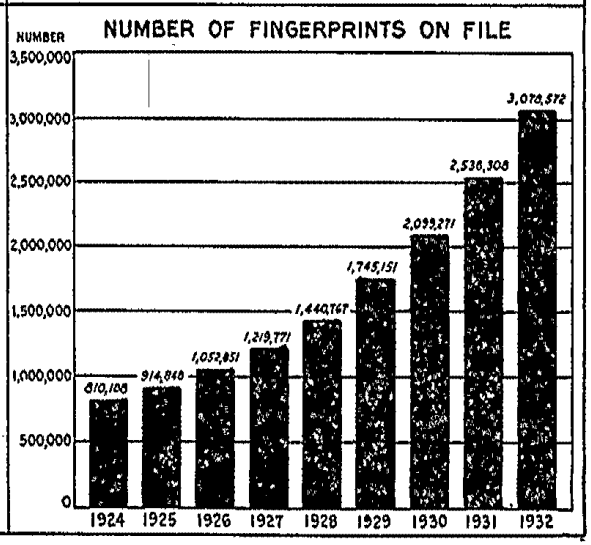
J. Edgar Hoover, Director

STATISTICAL CHART INDICATING ACCOMPLISHMENTS OF FINGERPRINT DIVISION DURING THE FISCAL YEARS 1924-1932 INCLUSIVE

7/1/32



JOHN EDGAR HOOVER
DIRECTOR

# U. S. Bureau of Investigation

Department of Justice
Washington, D. C.

Mr. Nathan .....
Mr. Tolson .....
Mr. [illegible] .....
Mr. [illegible] .....

HHC:HCB

August 1, 1933.

MEMORANDUM FOR THE DIRECTOR.

With reference to Bureau memorandum dated July 29, 1933, suggesting a revision of the booklet entitled "The Work and Functions of the United States Bureau of Investigation, Department of Justice," you are advised that after a conference with Mr. Tolson, we were both of the opinion that the revision might well be delayed until after consolidations have been effected, in order to avoid the necessity of two revisions occurring at approximately the same time. With the prospective change in investigative jurisdiction, with the change in Bureau organization and with the possibility of a change of the name of the organization, it is therefore recommended that the revision be deferred until these changes have been consummated.

Respectfully,

H. H. Clegg.

Approved.
8/2/33 J. E. H.

62-21440-680

AUG 3 - 1933

TICATION
AUG 3 1933 A.M.
CLEGG | FILE

HHG:HCB

July 22, 1933.

MEMORANDUM FOR THE DIRECTOR

In view of the approaching meeting of the International Association of Chiefs of Police and the International Association for Identification at Chicago, I have communicated with Mr. Henneberger, and suggested that he forward 3,000 additional copies of the booklets "The Work and Functions of the United States Bureau of Investigation" and "How to Take Fingerprints" to the Chicago Office in order to make certain that a sufficient quantity of these data are available during the course of the convention. Mr. Henneberger has on hand a total of about 5,000 of each of these publications and the remaining 2,000 he is holding at Washington for requisition purposes. I have suggested that unless the supply becomes appreciably diminished, that there be no further printing of these booklets in view of contemplated changes in the Bureau's investigative jurisdiction and the possibility of early changes in the territorial allocation map and address list as shown in the bulletin.

The suggestion is offered for your consideration that there may be multigraphed a substantial quantity of all press releases as of July 1, 1933, concerning the Identification and Crime Statistics Divisions of the Bureau, and that this material be available at the conventions in Chicago for any of the officers attending to take copies of the material in which they are interested.

Respectfully,

H. H. Clegg.

62-21085

62-21440

62- 21440-599

Cancelled.

"LSn"

THE WORK AND FUNCTIONS

OF

THE UNITED STATES BUREAU OF INVESTIGATION

DEPARTMENT OF JUSTICE

ORIGINAL FILED IN 62-25950

PUBLISHED FOR THE INFORMATION OF LAW-ENFORCEMENT OFFICIALS AND AGENCIES

June 1, 1933.

NOT RECORDED

62-21470-590X

C O P Y-der

HEC:HCB

May 26, 1933.

Special Agent in Charge,
United States Bureau of Investigation,
1900 Bankers Building,
Chicago, Illinois.

Dear Sir:

As you have previously been advised, the booklet entitled "The Work of the United States Bureau of Investigation" has been revised and reprinted under the title of "The Work and Functions of the United States Bureau of Investigation, Department of Justice." A number of the revised booklets have been forwarded to you for use in connection with he Bureau's exhibit at the Chicago Century of Progress Exposition. Quite a number of the old booklets are on hand, and all of them are being shipped immediately to your office for distribution during the course of the Fair. It is desired, of course, thatthe new booklet be given to law enforcement officials, prosecutors, Judges, Criminologists, members of the press, and important personages who might make a request for these data. The old booklet, however, might profitably be utilized for distribution to school children and individuals who desire some information of a general character concerning the Bureau and who would not be handicapped by the fact that they do not receive the more recent publication.

There is likewise being sent to your office the previous edition of the booklet entitled "How to Take Fingerprints" which will be for distributtion along similar lines as the older pamphlet on the Work of the Bureau. The revised edition of the booklet, "How to Take Fingerprits", will be received during the next week from the Government Printing Office, and should be distributed to law enforcement officials and personages who would be entitled to receive the latest publication of this type.

Very truly yours,

Director.

United States Bureau of Investigation

From: Division Ten.

5/26 1933

To: ____Director
____Mr. Nathan
____Mr. Tolson
____Mr. Edwards
____Mr. Clegg
____Miss Gandy
✓ Chief, Div. 9
____Stenographic Pool
____Mr.

File

R. C. Renneberger.

NOT RECORDED

Dear Sir:

Referring to fingerprint

received

that an examination of th

the United States Bureau

disclose any data concern

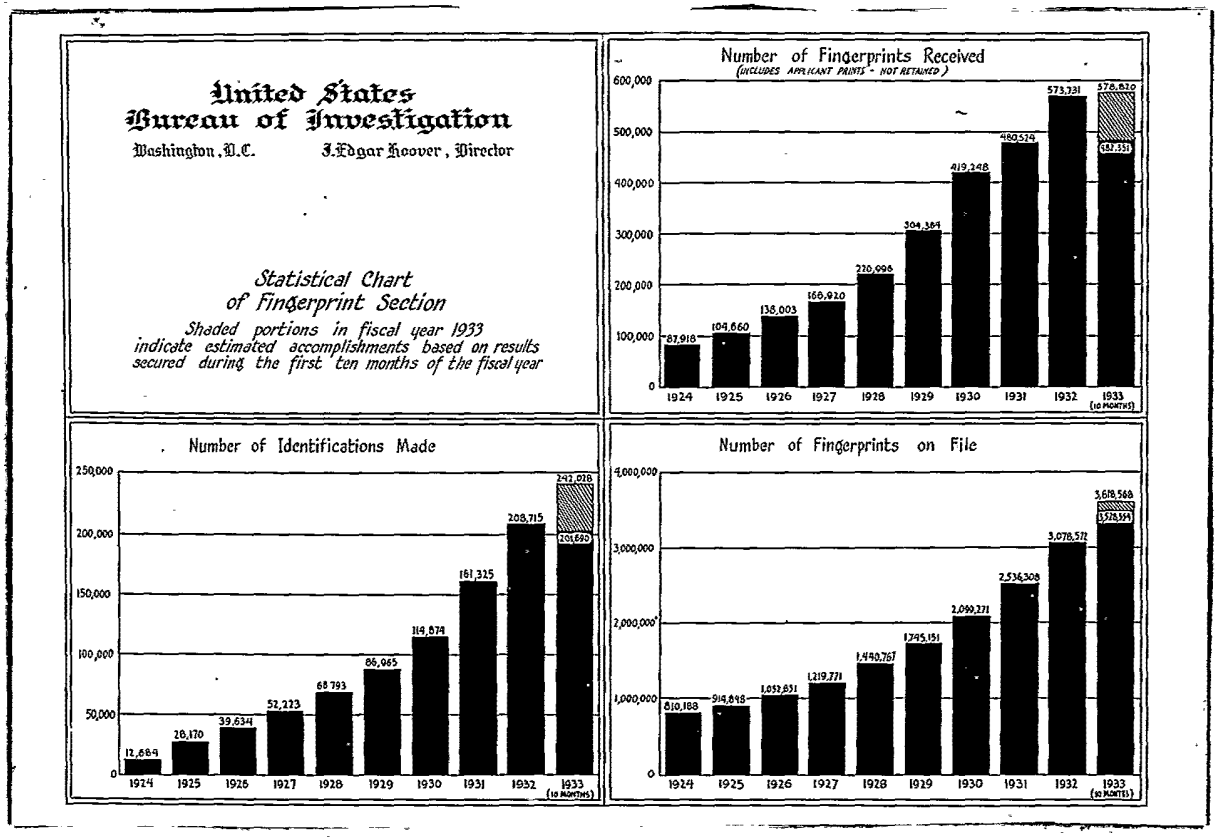
## IDENTIFICATION FUNCTIONS

The United States Bureau of Investigation, in addition to its field investigative offices, maintains an identification division at Washington, D.C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1933, there were 3,528,554 fingerprint records and 4,643,661 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Division daily from ~~5,779~~ contributing law-enforcement agencies throughout the world.

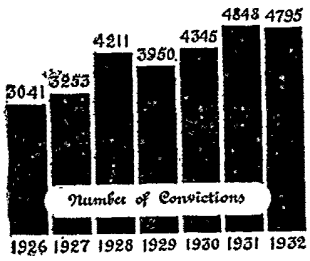
All peace officers are invited to avail themselves of the data on file in the Identification Division of the United States Bureau of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Bureau's experts and applied to its own technical files.

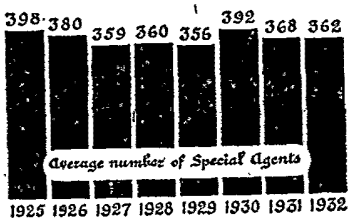
Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

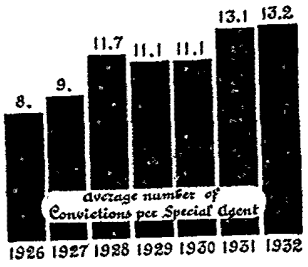



# United States Bureau of Investigation

## John Edgar Hoover, Director



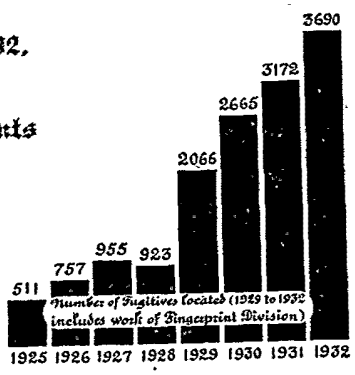



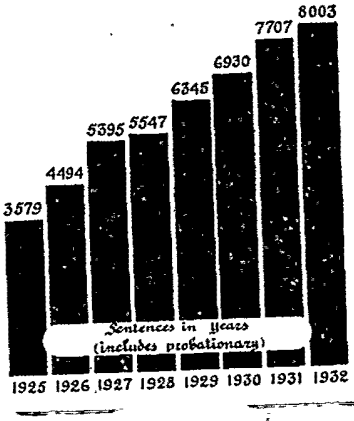

**Washington, D.C., July 1, 1932.**

**Comparative Accomplishments**

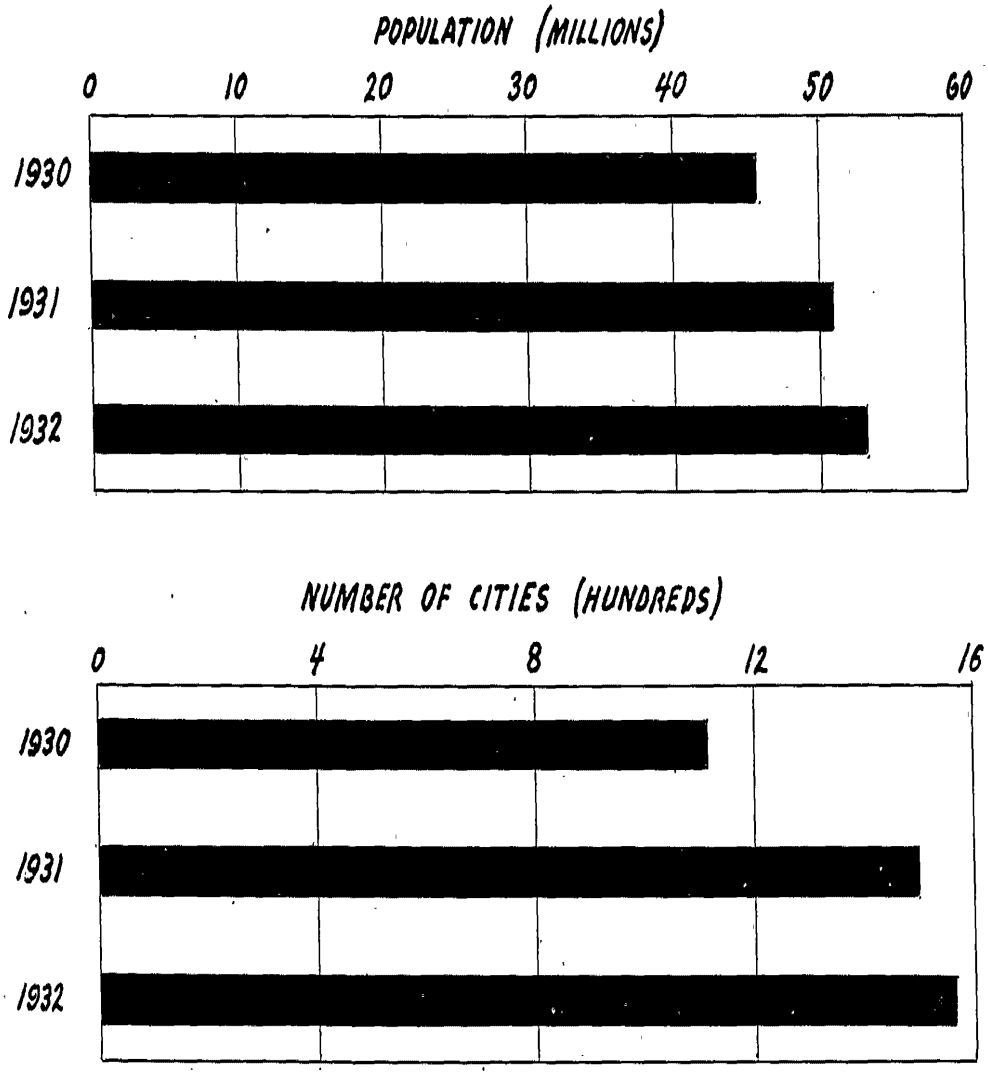
**by Fiscal Years,**

**July 1, to June 30.**



# Reporting Area and Population Represented
## 1930 - 1932
## UNIFORM CRIME REPORTS



# THE WORK AND FUNCTIONS

# OF

# THE UNITED STATES BUREAU OF INVESTIGATION

# DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement Officials and Agencies

June 1, 1933

# WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

## INTRODUCTION

"The administration of The United States Bureau of Investigation is based upon the well-understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions." ********* "The Identification Division is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the United States Bureau of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this Bureau.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the United States Bureau of Investigation of the Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Bureau. There is being presented an outline of the investigative, fingerprint identification and crime statistics functions of the Bureau, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this Bureau, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from a recent address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Bureau has investigative jurisdiction over all violations of Federal Laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau which receive most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Federal Kidnaping Act
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Intimidation of Witnesses
International Claims
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

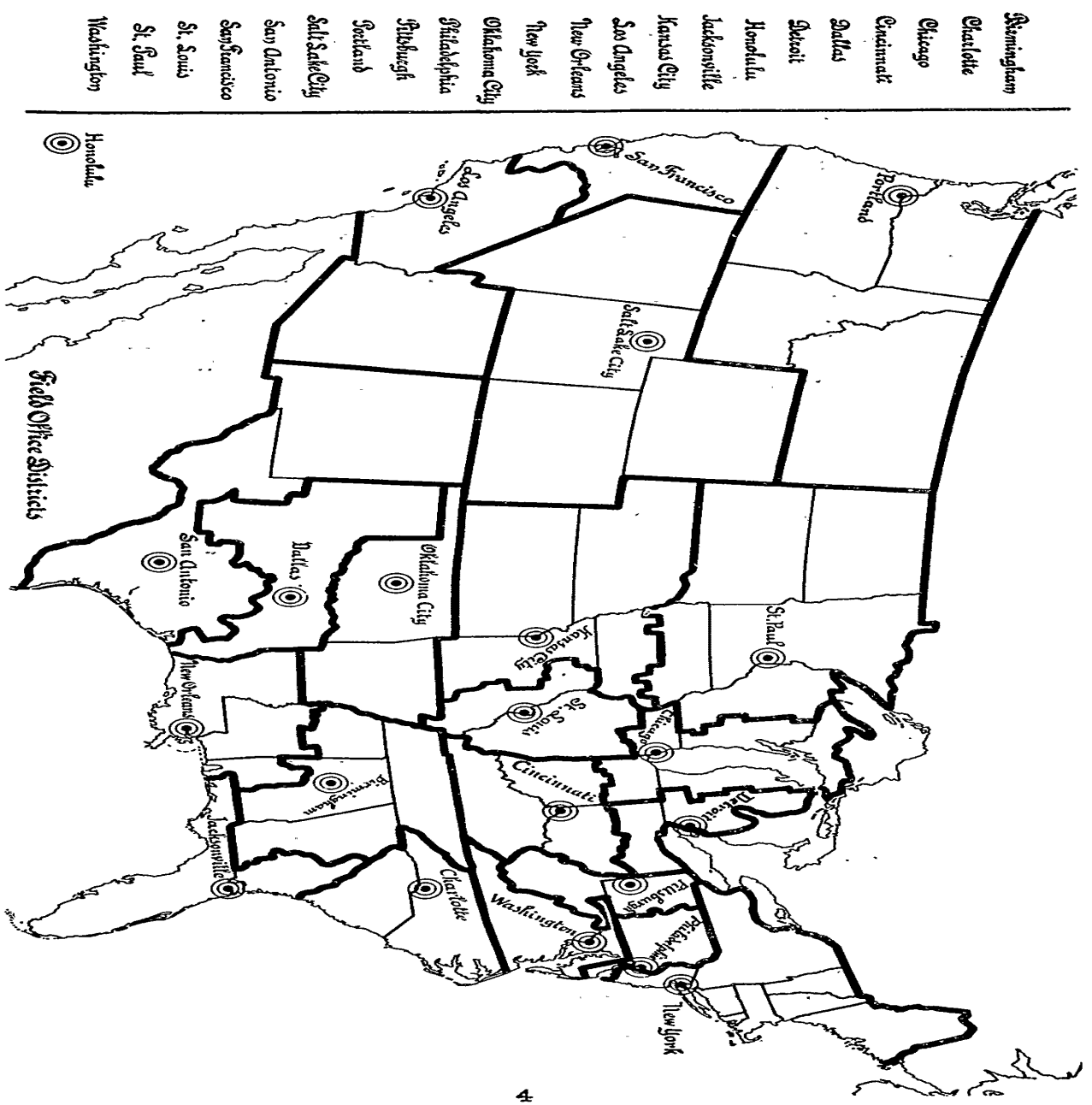
WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

The Director of the United States Bureau of Investigation has under his jurisdiction twenty-two field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of the Bureau. Any information concerning a violation of a law which is investigated by this Bureau coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Bureau should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, United States Bureau of Investigation, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Ala. | 201 Liberty Nat'l. Life | 7-1755 |
| Charlotte, N. C. | 1806 First Nat'l. Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 1420 Enquirer | Parkway 4441 |
| Dallas, Texas | Post Office | 2-3866 |
| Detroit, Mich. | 625 Lafayette | Cadillac 2835 |
| Honolulu, Hawaii | Federal | |
| Jacksonville, Fla. | Atlantic Nat'l.Bk.Bldg.Annex | 5-8209 |
| Kansas City, Mo. | 905 Federal Reserve Bank | Victor 3054 |
| Los Angeles, Calif. | 619 Federal | Mutual 2201 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Ave.,Rm.1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 313 Old Post Office | Broadway 0446 |
| Salt Lake City, Utah | 900 Ezra Thompson | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes Bldg. | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 203 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185 |

WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION



## WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

The United States Bureau of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Bureau has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Bureau desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

### ANTITRUST LAWS

The United States Bureau of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau.

### BANKRUPTCY VIOLATIONS

It is the duty of the United States Bureau of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the Bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the United States Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest Bureau office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The United States Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest Bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the United States Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the United States Bureau of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest office of the Bureau for appropriate attention.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the United States Bureau of Investigation.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

the Comptroller of the Currency. The United States Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

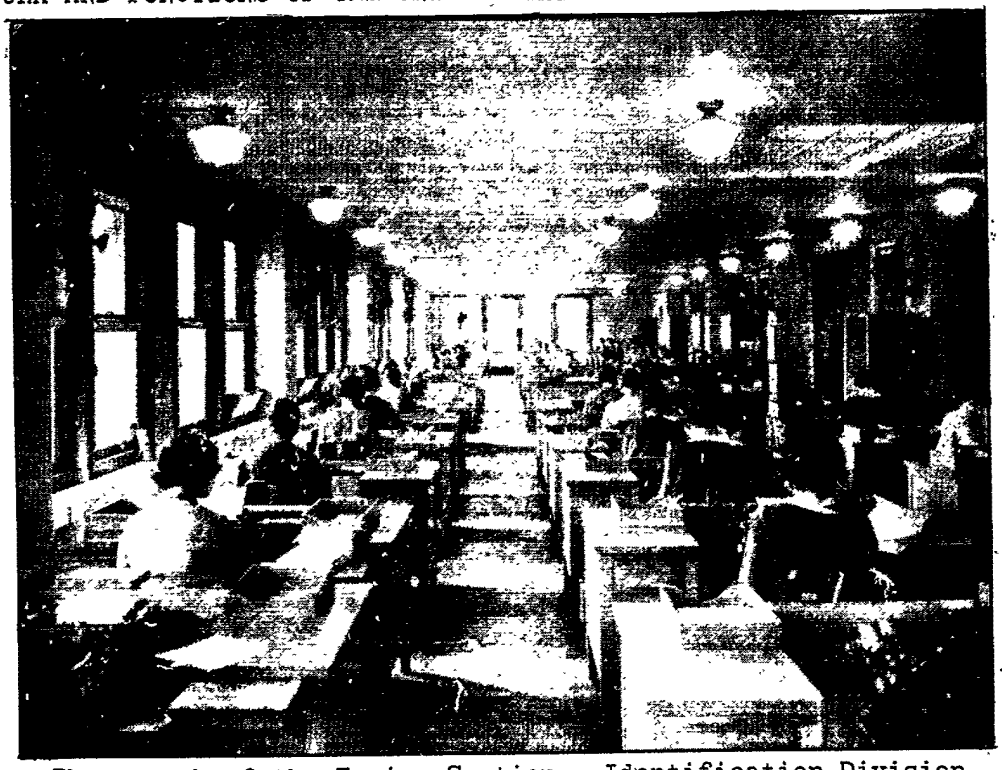
When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The United States Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.



Photograph of the Typing Section - Identification Division



Photograph of a Portion of the Technical Section of the Identification Division

WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

## IDENTIFICATION FUNCTIONS

The United States Bureau of Investigation, in addition to its field investigative offices, maintains an identification division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1933, there were 3,528,554 fingerprint records and 4,643,661 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Division daily from 5,779 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the United States Bureau of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Bureau's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Bureau places notations in its files, upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 350 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Bureau's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Bureau's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the United States Bureau of Investigation employs the Henry system with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the United States Bureau of Investigation is essentially a cooperative organization, and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar

agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of 35 foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the United States Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Bureau will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Bureau are so manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the United States Bureau of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Bureau provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Bureau.

In order to supplement the statistics obtained from the records described above, the Bureau periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; and during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Bureau. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Bureau.

## CONCLUSION

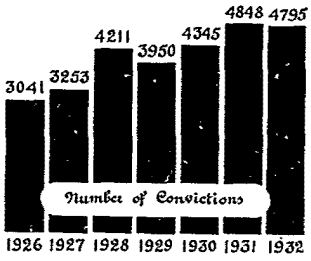
The growth and development of the functions of this Bureau are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the United States Bureau of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Bureau who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

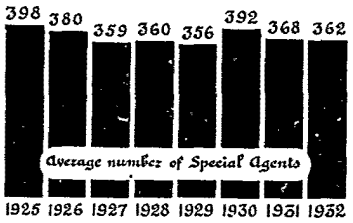
John Edgar Hoover, Director,
United States Bureau of Investigation,
Washington, D. C.

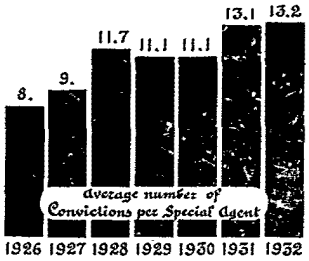
June 1, 1933.

# United States Bureau of Investigation

## John Edgar Hoover, Director

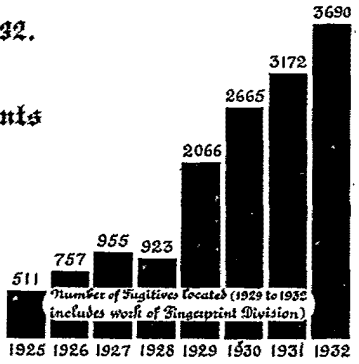


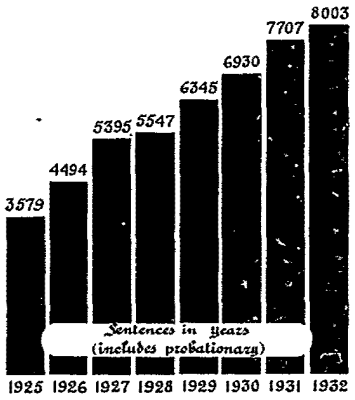



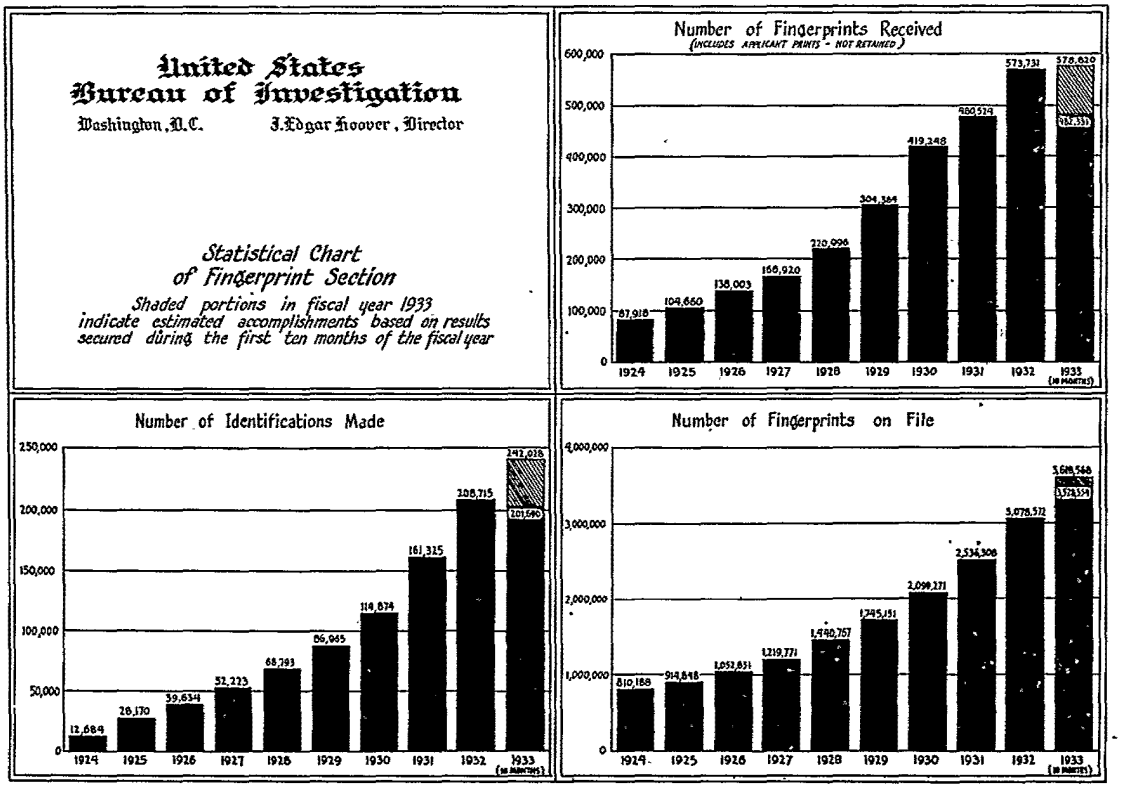



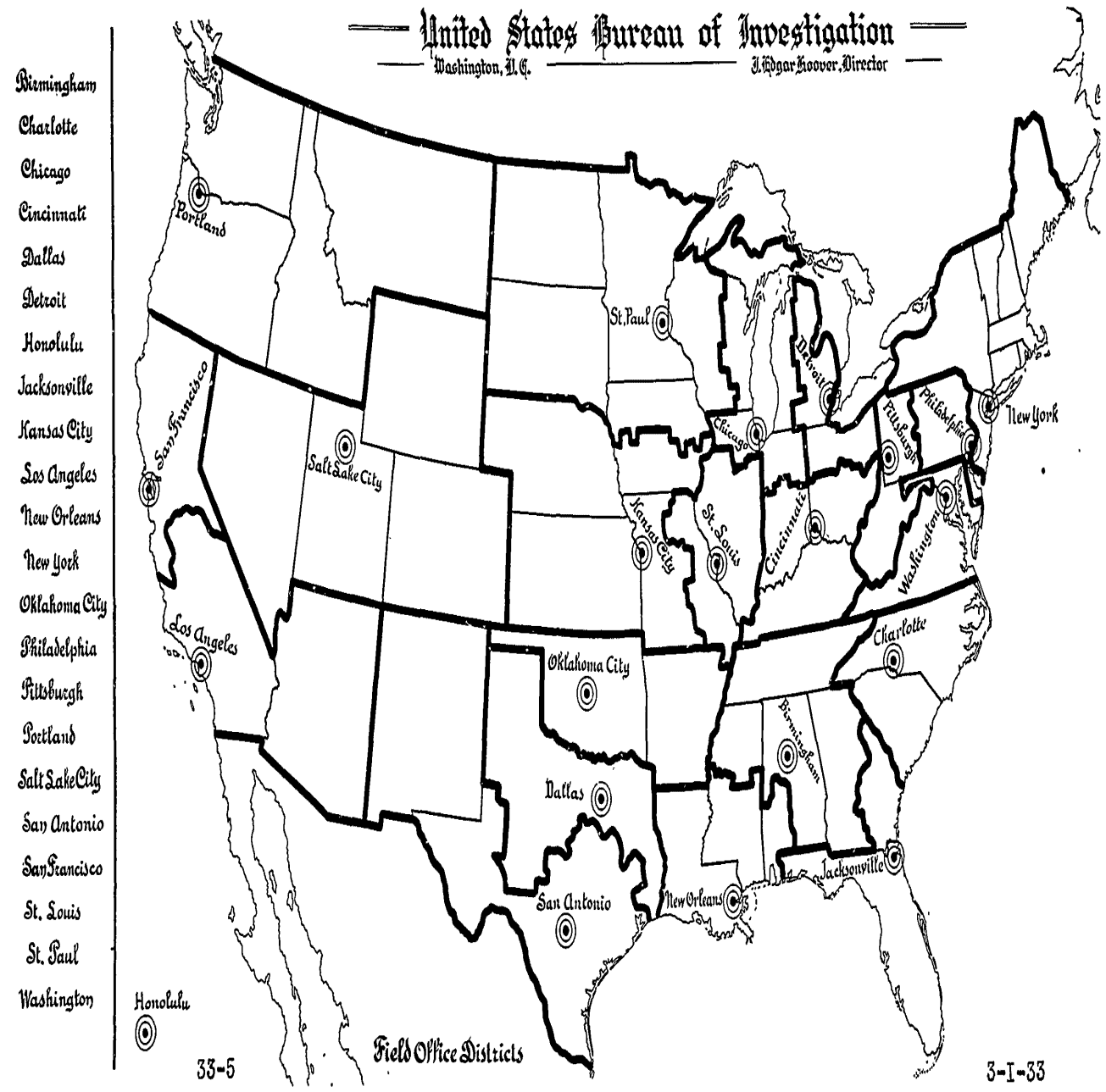

**Washington, D.C., July 1, 1932.**

## Comparative Accomplishments by Fiscal Years, July 1, to June 30.

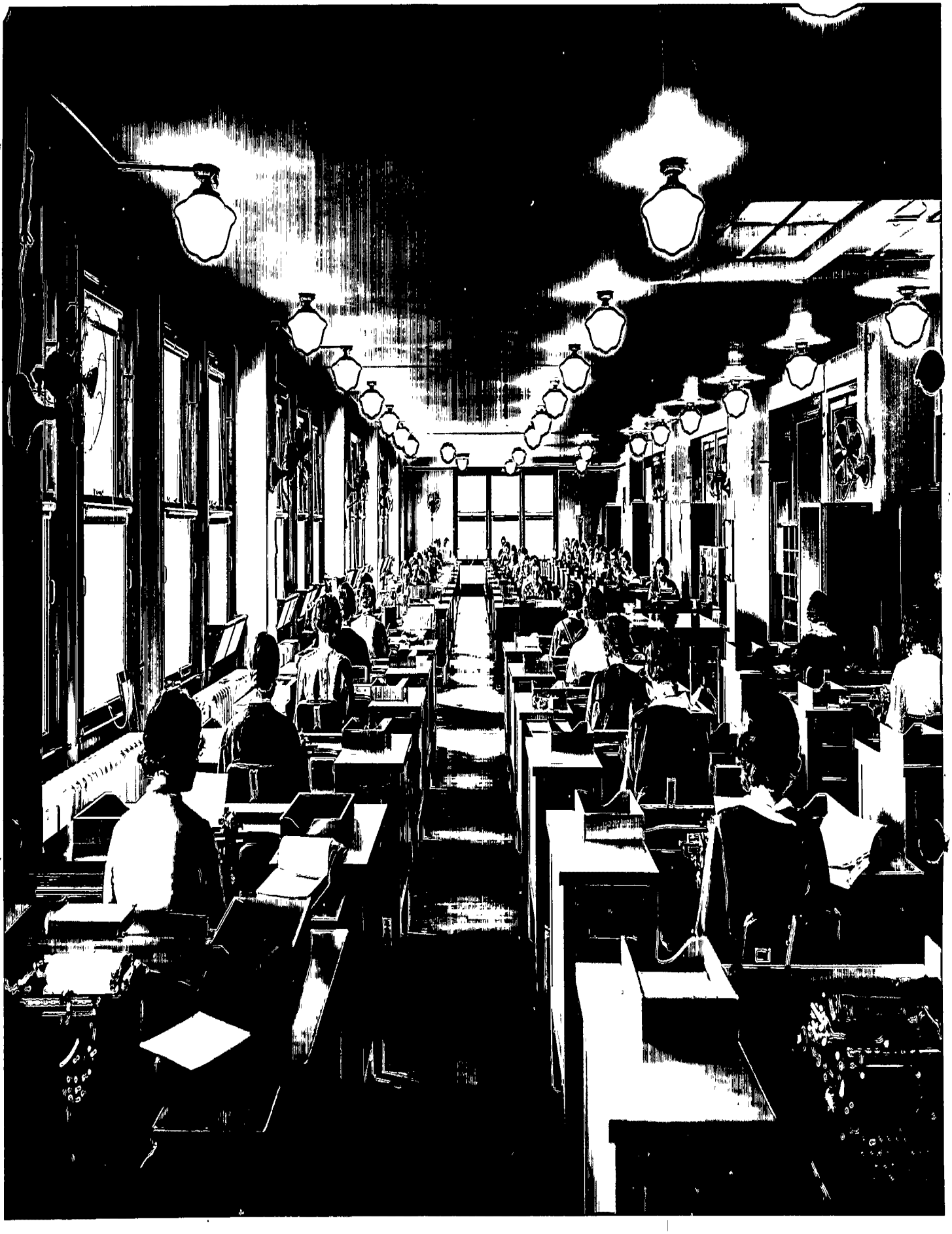



United States Bureau of Investigation
Washington, D.C.
J. Edgar Hoover, Director
Birmingham
Charlotte
Chicago
Cincinnati
Dallas
Detroit
Honolulu
Jacksonville
Kansas City
Los Angeles
New Orleans
New York
Oklahoma City
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington
Portland
St. Paul
Detroit
Chicago
Pittsburgh
Philadelphia
New York
San Francisco
Salt Lake City
Kansas City
St. Louis
Cincinnati
Washington
Los Angeles
Oklahoma City
Charlotte
Birmingham
Dallas
Jacksonville
San Antonio
New Orleans
Honolulu
33-5
Field Office Districts
3-1-33





JOHN EDGAR HOOVER
DIRECTOR

# U. S. Bureau of Investigation

Department of Justice
Washington, D. C.

WHDL:RG

August 25, 1933.

Mr. Clegg
Mr. Edwards
Mr. Egan
Mr. Hughes
Mr. Nathan
Mr. Tolson

MEMORANDUM FOR THE DIRECTOR

There is attached a typewritten copy of the new booklet entitled, "The Work and Functions of the Division of Investigation, U. S. Department of Justice", which is to be dated August 30, 1933. The attached copy is an exact reproduction of the rough draft copy of the rewrite of this booklet which has already been approved by Messrs. Tolson, Clegg, and Edwards. If the form and content of the new booklet meet with your approval, it is contemplated that 10,000 copies will be printed as soon as possible.

The remaining 3,000 copies of the old booklet entitled, "The Work and Functions of the United States Bureau of Investigation", have been sent to the Chicago Office, with instructions that they are to be used up as rapidly as possible at the Division's exhibit at the Chicago Exposition, and the Chicago Office has been requested to notify the Division as to the number of copies of the new booklet which it desires for the exhibit at the Exposition.

Respectfully,

W. H. D. Lester

W. H. D. Lester.

SEP 11 1933

62-21440-684

DIVISION OF INVESTIGATION
SEP 11 '33 P.M.
U. S. DEPARTMENT OF JUSTICE

TOLSON | FILE

# THE WORK AND FUNCTIONS

# OF THE DIVISION

# OF

# INVESTIGATION

# U. S. DEPARTMENT OF JUSTICE

********

John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement
Officials and Agencies August 30, 1933

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

"The administration of The Division of Investigation, U. S. Department of Justice is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions." ********* "The Identification Unit is at your service everyday of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of Division of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this organization.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the Division of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Division. There is being presented an outline of the investigative, fingerprint identification and crime statistics functions of the Division, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from a recent address by the Attorney General of the United States concerning the Department of Justice, of which this Division is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

INVESTIGATIVE FUNCTIONS

This Division has investigative jurisdiction over all violations of Federal Laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Division which receive most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Federal Kidnaping Act
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Intimidation of Witnesses
International Claims
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Director of the Division of Investigation has under his jurisdiction twenty-three field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U.S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Ala. | 201 Liberty Nat'l. Life | 7-1755 |
| *Boston, Mass. | Federal | |
| Butte, Mont. | Federal | 2-4734 |
| Charlotte, N. C. | 1806 First Nat'l. Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 1420 Enquirer | Parkway 4441 |
| Dallas, Texas | Post Office | 2-3866 |
| Detroit, Mich. | 525 Lafayette | Cadillac 2835 |
| Jacksonville, Fla. | Atlantic Nat'l. Bk.Bldg.Annex | 5-8209 |
| Kansas City, Mo. | 905 Federal Reserve Bank | Victor 3054 |
| Los Angeles, Calif. | 619 Federal | Mutual 2201 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Ave., Rm.1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 313 Old Post Office | Broadway 0446 |
| Salt Lake City, Utah | 900 Ezra Thompson | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes Bldg. | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 203 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185 |

*The Boston, Mass., office is to be opened October 1, 1933.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

Birmingham
Boston
Butte
Chicago
Cincinnati
Dallas
Detroit
Jacksonville
Kansas City
Los Angeles
New Orleans
New York
Oklahoma City
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington

Insert new map

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Division of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Division relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Division has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Division desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

### ANTITRUST LAWS

The Division of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

### BANKRUPTCY VIOLATIONS

It is the duty of the Division of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Division will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Division of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Division of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Division has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Division will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Division of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Division of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENT

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

the Comptroller of the Currency. The Division of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States Courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Division an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Division has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Division of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

Insert photograph
of
TYPING SECTION

Photograph of the Typing Section - Identification Unit

Insert photograph
of
TECHNICAL SECTION

Photograph of a Portion of the Technical Section of the Identification Unit

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

## IDENTIFICATION FUNCTIONS

The Division of Investigation, in addition to its field investigative offices, maintains an Identification Unit at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Division's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On August 1, 1933, there were 3,825,985 fingerprint records and 4,947,460 index cards in the Division's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1933, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On August 1, approximately 2,200 fingerprint records were being received in the Identification Division daily from 6,000 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Unit of the Division of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Division are supplied gratis. The Division also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Division's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Division places notations in the files of its Identification Unit upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 350 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Division's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Division's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise, it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Division of Investigation employs the Henry system with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Division to identify the latent prints. However, if the names or aliases of any suspects are furnished the Division together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Division of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar

agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Division can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Division as its records becomemore complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Division's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of 45 foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Division of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Division will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Division are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

### CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Division of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Division provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Division.

In order to supplement the statistics obtained from the records described above, the Division periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,311 cities, representing a total population of 51,145,734; during 1932 there were 1,579 cities, with an aggregate population of 53,212,230, and during the first six months of 1933 there were 1,586 cities, with a total population of approximately 54,000,000, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Division. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Division.

## CONCLUSION

The growth and development of the functions of this Division are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Division of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Division who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day.
Telephone Number: During daytime National 0185
At night National 7117

August 30, 1933.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

DIVISION OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

John Edgar Hoover, Director

Three new charts to be inserted

Washington, D.C., July 1, 1933

Comparative Accomplishments
by Fiscal Years,
July 1, to June 30.

Two new charts to be inserted

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

Chart to be inserted

JOHN EDGAR HOOVER
DIRECTOR

RCR:JDS

# U. S. Bureau of Investigation
Department of Justice
Washington, D. C.

Mr. Nathan ✓
Mr. Tolson
Mr. Clegg
Mr. Edwards
Mr. Egan
Mr. Hughes
Mr. Looke

September 15, 1933.

MEMORANDUM FOR THE DIRECTOR

There is attached hereto a copy of the revised edition of "The Work and Functions of the Division of Investigation".

Respectfully,

R. C. Renneberger

R. C. Renneberger.

RECORDED
SEP 19 1933

62-2144-0785
DIVISION OF INVESTIGATION
SEP 18 1933
TOLSON | FILE

1

# THE WORK AND FUNCTIONS

# OF THE DIVISION

# OF

# INVESTIGATION

# U. S. DEPARTMENT OF JUSTICE



John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement Officials and Agencies September 1, 1933

62-21446-675

# WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

"The administration of the Division of Investigation, U. S. Department of Justice is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions." ********* "The Identification Unit is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the Division of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this organization.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the Division of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Division. There is being presented an outline of the investigative, fingerprint identification and crime statistics functions of the Division, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from a recent address by the Attorney General of the United States concerning the Department of Justice, of which this Division is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Division has investigative jurisdiction over all violations of Federal Laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Division which receive most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Federal Kidnaping Act
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Intimidation of Witnesses
International Claims
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Director of the Division of Investigation has under his jurisdiction twenty-three field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

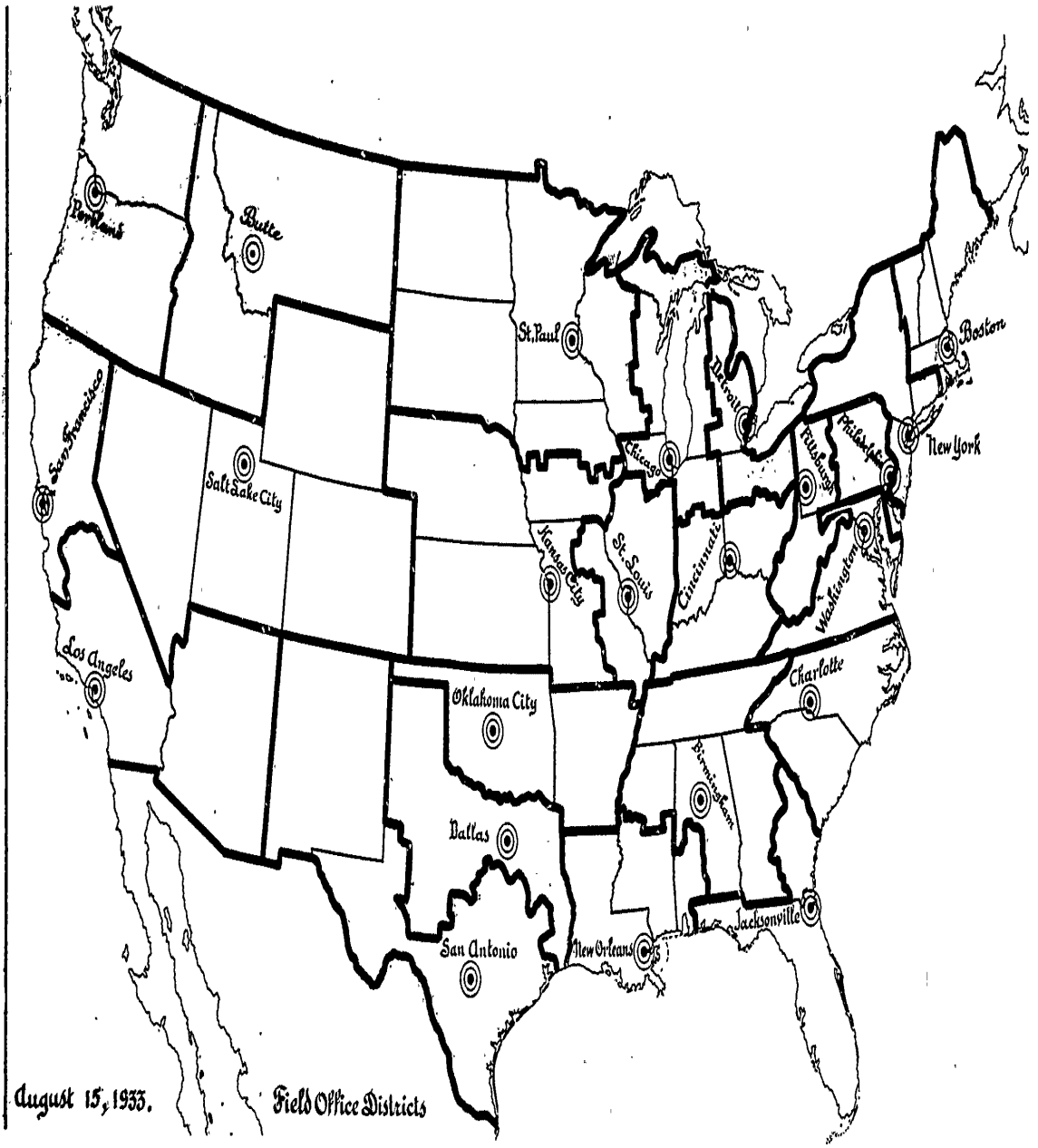
| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Ala. | 201 Liberty Nat'l. Life | 7-1755 |
| *Boston, Mass. | Federal | |
| Butte, Mont. | Federal | 2-4734 |
| Charlotte, N. C. | 1806 First Nat'l. Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 1420 Enquirer | Parkway 4441 |
| Dallas, Texas | Post Office | 2-3866 |
| Detroit, Mich. | 625 Lafayette | Cadillac 2835 |
| Jacksonville, Fla. | Atlantic Nat'l. Bk. Bldg. Annex | 5-8209 |
| Kansas City, Mo. | 905 Federal Reserve Bank | Victor 3054 |
| Los Angeles, Calif. | 619 Federal | Mutual 2201 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Ave., Rm. 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburg, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 411 United States Court House | Atwater 6171 |
| Salt Lake City, Utah | 900 Ezra Thompson | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes Bldg. | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 203 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185, |

*The Boston, Mass., office is to be opened October 1, 1933.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

Birmingham
Boston *
Butte
Charlotte
Chicago
Cincinnati
Dallas
Detroit
Jacksonville
Kansas City
Los Angeles
New Orleans
New York
Oklahoma City
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington

*To be re-opened




August 15, 1933. Field Office Districts

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Division of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Division relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Division has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Division desires to receive from State or local officials when Federal prosecution is desired in order than an appropriate investigation may be made and the facts submitted to the United States Attorney:

### ANTITRUST LAWS

The Division of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

### BANKRUPTCY VIOLATIONS

It is the duty of the Division of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Division will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Division of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Division of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Division has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Division will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Division of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Division of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

the Comptroller of the Currency. The Division of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Division an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Division has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Division of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.



Photograph of the Typing Section - Identification Unit



Photograph of a Portion of the Technical Section of the Identification Unit

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

### IDENTIFICATION FUNCTIONS

The Division of Investigation, in addition to its field investigative offices, maintains an Identification Unit at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Division's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On August 31, 1933, there were 3,870,910 fingerprint records and 4,996,568 index cards in the Division's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1933, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On August 31, approximately 2,200 fingerprint records were being received in the Identification Division daily from 6,066 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Unit of the Division of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Division are supplied gratis. The Division also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Division's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Division places notations in the files of its Identification Unit upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 350 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Division's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Division's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise, it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Division of Investigation employs the Henry system with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Division to identify the latent prints. However, if the names or aliases of any suspects are furnished the Division together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Division of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been

very gratifying, but despite the splendid results which have been accomplished, it is felt that this Division can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Division as its records become more complete. All peace officers are therefor invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Division's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of 43 foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Division of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Division will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Division are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

### CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Division of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Division provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Division.

In order to supplement the statistics obtained from the records described above, the Division periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, and during the first seven months of 1933 there were 1,625 cities, with a total population of 54,716,797, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Division. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Division.

## CONCLUSION

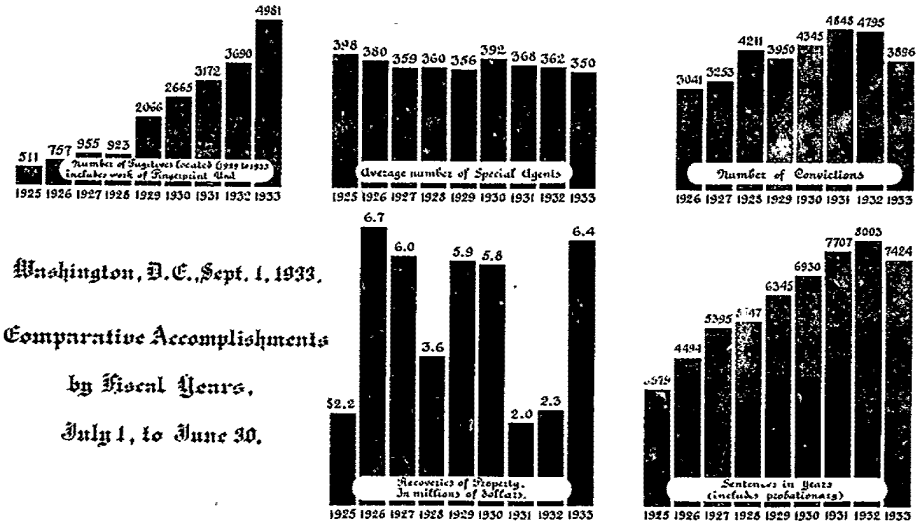
The growth and development of the functions of this Division are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Division of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Division who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day.
Telephone Number: During daytime National 0185
At night National 7117

September 1, 1933.

# Division of Investigation
# U. S. Department of Justice
J. Edgar Hoover, Director

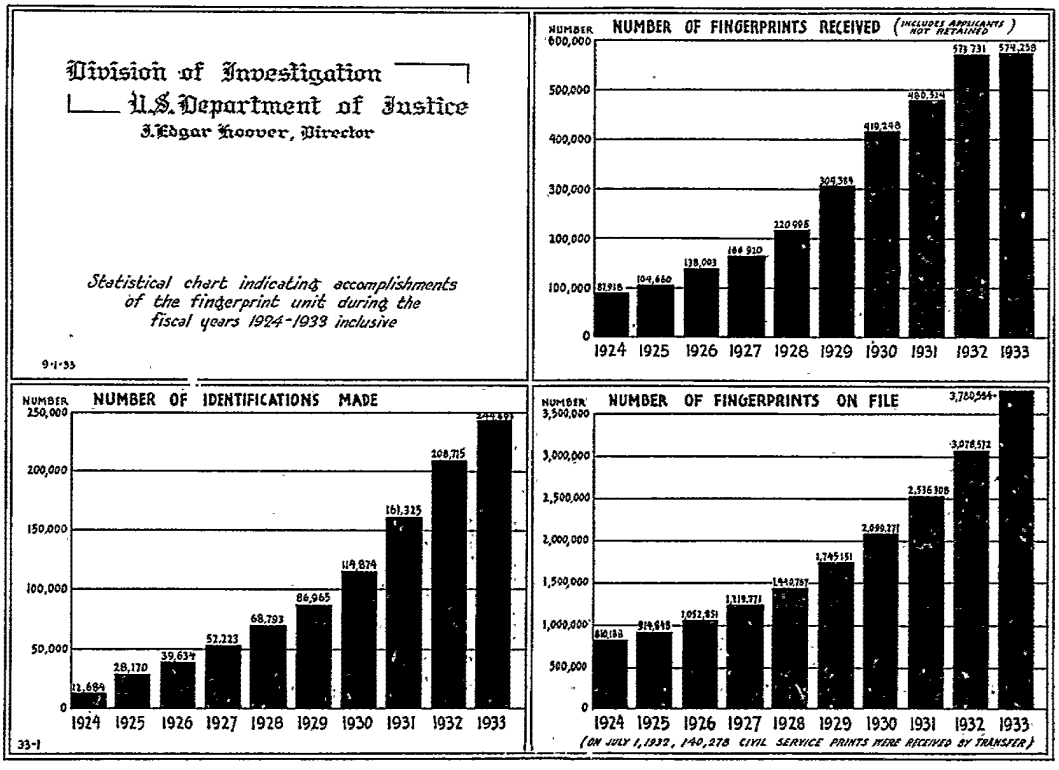


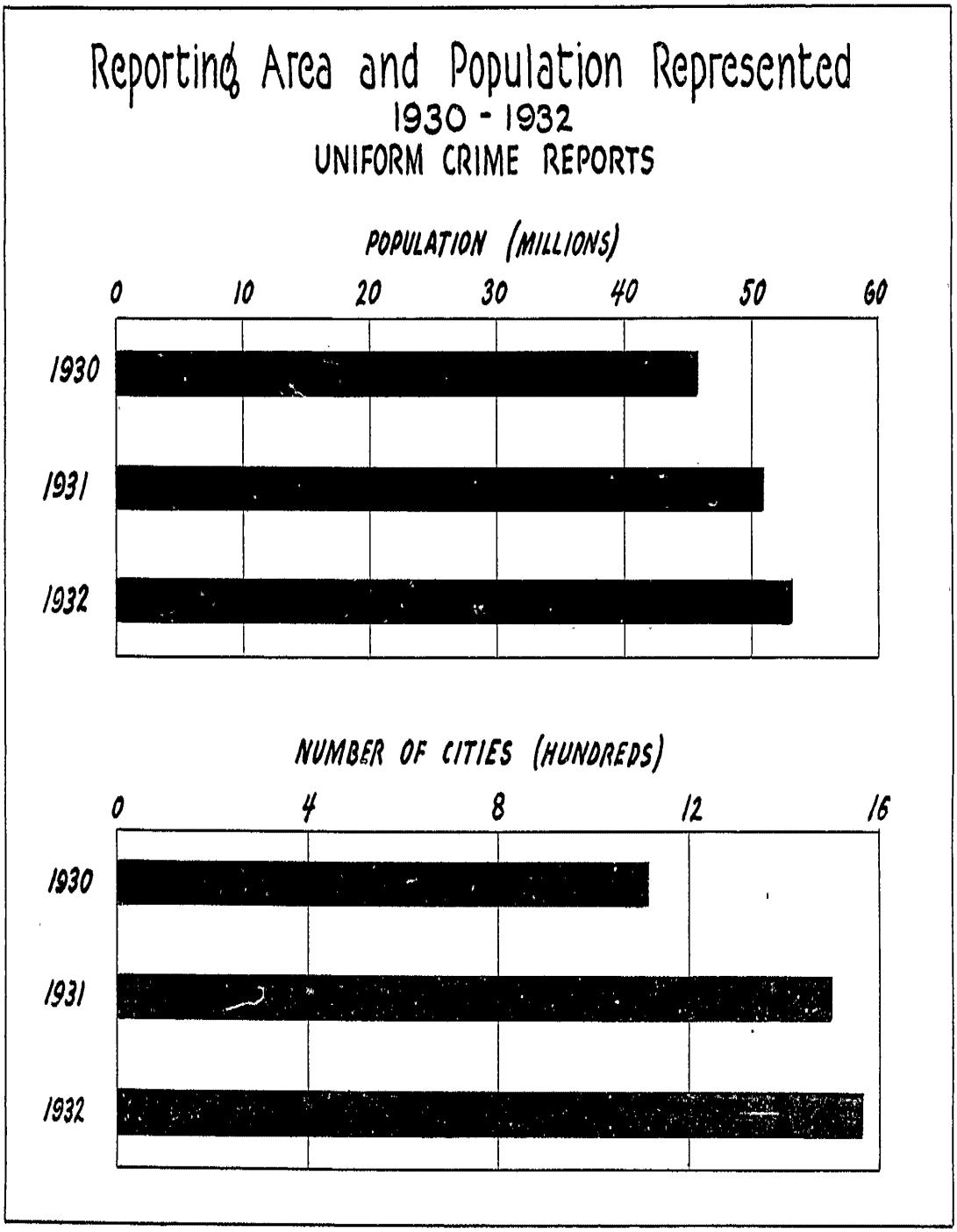

Washington, D.C., Sept. 1, 1933.

Comparative Accomplishments by Fiscal Years, July 1, to June 30.

Note:- Convictions secured in 95.51% of all cases brought to trial during fiscal year 1933.

Note:- The decrease in convictions and sentences for the fiscal year 1933 was due to departmental instructions, based upon the economy program, referring prosecution to state authorities where dual jurisdiction existed.




Reporting Area and Population Represented
1930 - 1932
UNIFORM CRIME REPORTS
POPULATION (MILLIONS)
0
10
20
30
40
50
60
1930
1931
1932
NUMBER OF CITIES (HUNDREDS)
0
4
8
12
16
1930
1931
1932

CT:ACS

January 26, 1934.

MEMORANDUM FOR MR. QUINN
MR. LESTER

Please revise and forward to me not later than February 3, 1934, the booklet entitled "The Work and Functions of the Division of Investigation".

Very truly yours,

Director.

62-2140-695

RECORDED

JOHN EDGAR HOOVER
DIRECTOR

# Division of Investigation
## U. S. Department of Justice
## Washington, D. C.

WHDL:ESH

February 15, 1934.

MR. NATHAN
MR. TOLSON
MR. CLEGG
MR. COWLEY
MR. EDWARDS
MR. EGAN
MR. QUINN
MR. LESTER
MR. LOCKE
MR. RORER

MEMORANDUM FOR MR. TOLSON.

It is suggested that arrangements should be completed for the mimeographing of the following three releases prepared by this office:

The memorandum entitled "Training of Personnel", which Mr. Clegg states he revised January 2, 1934. The revised memorandum has never reached this office. It is possibly still in the Director's office.

The booklet entitled "Work and Functions of the Division of Investigation, U. S. Department of Justice", revised by the writer February 1, 1934 and checked and approved by Mr. Quinn upon that same date. The revised form of this booklet has not been returned to this office to be forwarded to the Equipment Section for mimeographing.

The memorandum entitled "Latent Fingerprints", which Mr. Coffey states he is revising and which will be completed by him within a week's time.

Respectfully,

W. H. D. Lester

W. H. D. Lester.

RECORDED COPY FILED IN 66-3701-80-2

2/20/34 Booklet on "Work & Functions" has not been returned to this office W H D L

RECORDED & INDEXED FEB 21 1934

62-21440-698

FEB 20 1934

LESTER TO SOM FILE

RECORDED

FEB 23 1934

tdq-eg February 19, 1934.

62-21440-699

MEMORANDUM FOR THE EQUIPMENT SECTION
UNIT FOUR

I wish that you would take the necessary steps to print the booklet entitled "The Work and Functions of the Division of Investigation, United States Department of Justice."

I am inclosing herewith a copy of the revised booklet and suggest that 15,000 copies be mimeographed. You should obtain from Mr. Edwards the latest figures relative to fingerprint records and index cards as well as the exact number of law enforcement contributors to the Division, prior to setting the type for this pamphlet, in order that the latest figures will be contained therein.

I wish that you would give this matter your attention at the earliest practicable date.

Very truly yours,

Director.

Incl. 691141

FEB 23 1934
DIVISION OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

DIVISION OF INVESTIGATION

Room 318 2-1 1934.

To: ✓ Director
____ Mr. Nathan
____ Mr. Edwards
____ Mr. Clegg
____ Mr. Lester
____ Miss Gandy
____ Miss Finnell
____ Chief Clerk
____ Chief, Unit ____
____ Personnel Files
____ Files
____ Printing Section
____ Supervisor, Steno. Pool
____ Inspector
____ Miss Sheaffer.

If you approve, steps will be taken to prepare revised booklet. Mr Clegg and I have reviewed draft.

Clyde Tolson.

DIVISION OF INVESTIGATION

Room 318 2-1 1934.

To:
- ____ Director
- ____ Mr. Nathan
- ____ Mr. Edwards
- X Mr. Clegg
- ____ Mr. Lester
- ____ Miss Gandy
- ____ Miss Finnell
- ____ Chief Clerk
- ____ Chief, Unit ____
- ____ Personnel Files
- ____ Files
- ____ Printing Section
- ____ Supervisor, Steno. Pool
- ____ Inspector
- ____ Miss Sheaffer.

any suggestions?

OK H

Clyde Tolson.

JOHN EDGAR HOOVER
DIRECTOR

# Division of Investigation

U. S. Department of Justice

Washington, D. C.

MHDL:LSH

January 30, 1934.

MEMORANDUM FOR MR. TOLSON.

In compliance with the Director's memorandum to Mr. Quinn and the writer, dated January 26, 1934, there is attached a copy of the booklet entitled "The Work and Functions of the Division of Investigation, U. S. Department of Justice", revised and brought up to date as of February 1, 1934.

The figures of the Identification Unit as of February 1, 1934, at page 10 of this booklet will have to be obtained from the Identification Unit and inserted on that page.

Mr. Quinn has checked this revised booklet with the writer and he and the writer are of the opinion that 15,000 copies of this booklet should be mimeographed. It is estimated that over 7,000 of this number will be sent directly to law-enforcement officials throughout the United States with the first Fugitive Bulletin issued following the completion of the mimeographing of this booklet. The remaining number, it is estimated, will be needed for the Division's exhibit at the Century of Progress Exposition in Chicago and for general distribution.

The writer is of the opinion in which Mr. Quinn concurs that the remaining copies of the old booklet dated September 1, 1933, should not be forwarded to the various field offices in view of the fact that the information contained therein would prove misleading to any officials to whom they might be distributed by the field offices.

It is requested that the attached copy of this booklet when approved be returned to this office so that it may be forwarded to the Equipment Section to be mimeographed as suggested above.

Respectfully,

RECORDED

62-21440-697

J. E. H. [illegible]

21 1934

H. D. Hostetler

U. S. Dept. of Justice

FEB 23 1934

Incl. #272326.

February 1, 1934 figures obtained from the Identification Unit to be inserted at page 10 of memorandum.

W.H.D.G.
2-1-34

# UNITED STATES BUREAU OF INVESTIGATION

A BOOKLET CONCERNING THE WORK OF THE UNITED STATES BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION OF LAW ENFORCEMENT OFFICIALS AND AGENCIES

1932

JOHN EDGAR HOOVER
DIRECTOR

RCR:JDS

Division of Investigation
U. S. Department of Justice
Washington, D. C.

July 18, 1934.

MEMORANDUM FOR MR TOLSON

This is to advise that our supply of the pamphlet entitled "The Work and Functions of the Division of Investigation" is almost exhausted.

It is suggested that this pamphlet be brought up to date immediately and that a large supply be printed by this Section.

Respectfully,

R. C. Renneberger

R. C. Renneberger.

JUL 24 1934

62-214+0-705

JUL 23 1934

TOLSON
NICHOLS

# THE WORK AND FUNCTIONS

# OF THE DIVISION

# OF

# INVESTIGATION

# U. S. DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement Officials and Agencies

May 1, 1934

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

"The administration of the Division of Investigation, U. S. Department of Justice is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions."********* "The Identification Unit is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the Division of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this organization.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the Division of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Division. There is being presented an outline of the investigative, fingerprint identification, and technical laboratory crime statistics functions of the Division, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Division is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

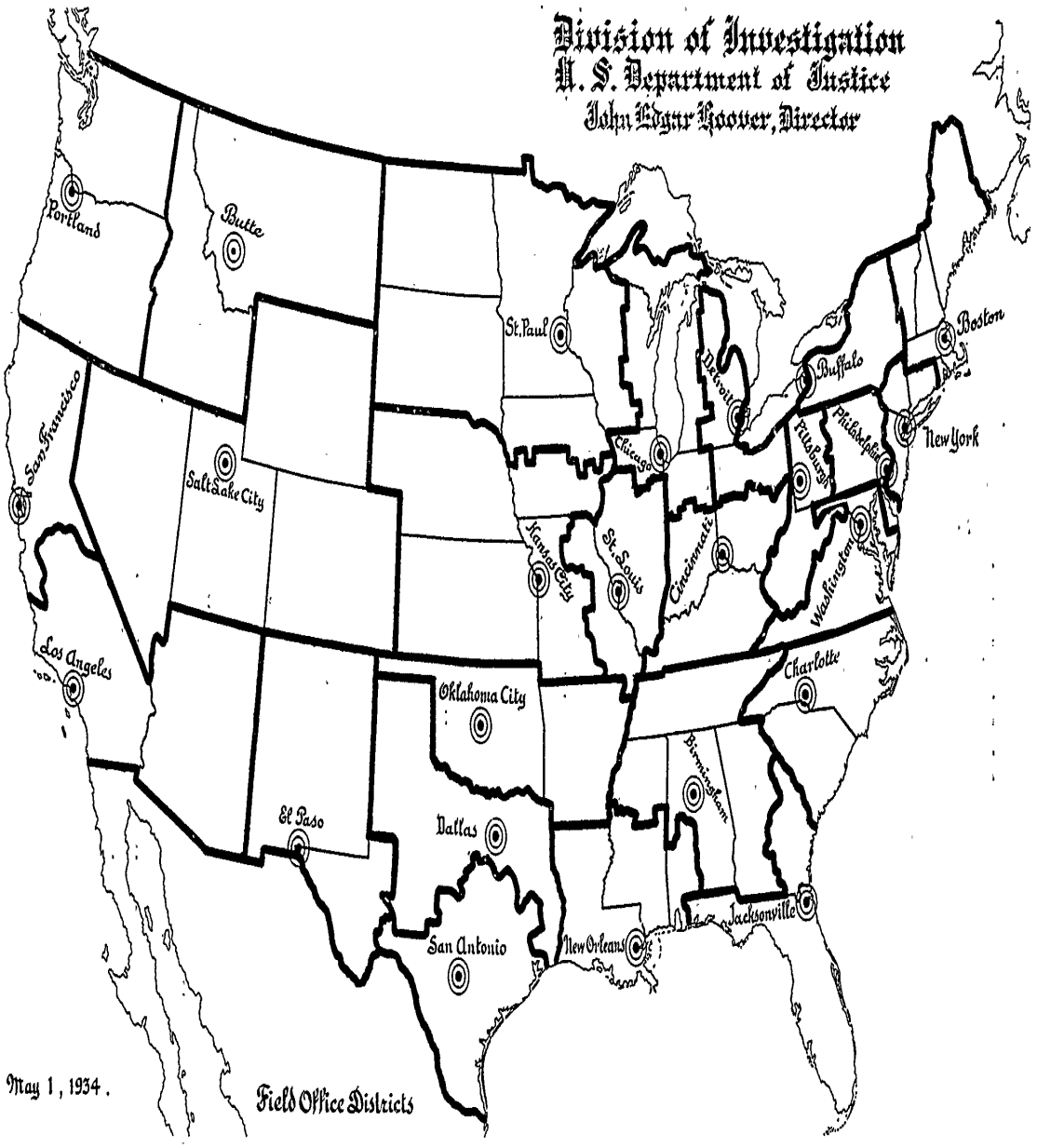
The Director of the Division of Investigation has under his jurisdiction twenty-five field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Alabama | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 7634 |
| Buffalo, N. Y. | Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 1806 First Nat'l Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 426 U.S.Custom House & P.O. | Cherry 0768 |
| Dallas, Texas | Post Office | 2-7985 |
| Detroit, Mich. | 625 Lafayette | Cadillac 2835 |
| El Paso, Texas | 1331 First Nat'l Bank | Main 501 |
| Jacksonville, Fla. | 412 U.S.Court House & P.O. | 5-8209 |
| Kansas City, Mo. | Suite L, Federal | Victor 3113 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Ave., Rm. 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 411 United States Court House | Atwater 6171 |
| Salt Lake City, Utah | 503-A U.S.Court House & P.O. | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes | Exbrook 0818 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 232 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185 |

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Dallas
Detroit
El Paso
Jacksonville
Kansas City
Los Angeles
New Orleans
New York
Oklahoma City
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington



## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Division of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Division relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Division has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Division desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

### ANTITRUST LAWS

The Division of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

### BANKRUPTCY VIOLATIONS

It is the duty of the Division of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Division will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Division of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Division of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from Justice by reason of violations of the Federal laws over which the Division has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Division will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Division of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on ~~June 22, 1932~~ 5-18-34, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Division of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

### IDENTIFICATION FUNCTIONS

The Division of Investigation, in addition to its field investigative offices, maintains an Identification Unit at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Division's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1934, there were 4,266,420 fingerprint records and 5,397,220 index cards in the Division's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1933, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Unit daily from 6,646 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Unit of the Division of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Division are supplied gratis. The Division also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry System of Identification, devised by the Division's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Division places notations in the files of its Identification Unit upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 365 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Division's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Division's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise, it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Division of Investigation employs the Henry System with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Division to identify the latent prints. However, if the names or aliases of any suspects are furnished the Division together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Division of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been

very gratifying, but despite the splendid results which have been accomplished, it is felt that this Division can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Division as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Division's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Division of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Division will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Division are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Division of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Division provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Division.

In order to supplement the statistics obtained from the records described above, the Division periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, and during the calendar year 1933 there were 1,658 cities, with a total population of 62,357,262, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Division. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Division.

## TECHNICAL LABORATORY

In the latter part of the year 1932 the Division of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Division to have technical experts outside its organization to make scientific analyses. The importance and growth of this phase of the Division's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential.

The development of the Laboratory has been carefully planned by the Division with the assistance and advice of Dr. Wilmer Souder, a well-known and recognized authority in the field of scientific endeavor. Dr. Souder, who is at present acting in an advisory capacity in the further development of the Laboratory, has been engaged as a scientist by the Bureau of Standards for a period of eighteen years and has devoted the principal portion of his time to handwriting, typewriting and ballistics identification. His advice and experience have rendered invaluable

service to the Division in the training of the Laboratory personnel and in obtaining equipment which is considered the most desirable and essential for the performance of its work.

Some of the instruments used in the technical work include the comparison microscope, in which the images of two separate bullets are brought within a single eyepiece for comparison; the binocular microscope which uses low magnification for the examination of handwriting, typewriting and other specimens with which it is an advantage to utilize the stereoscopic principle; the research microscope which enables magnification up to 1400 times to be obtained; the ultra-violet lamp for the examination of the fluorescent and phosphorescent appearances of objects and substances through which they may be identified; special cameras for photographing specimens; chemical apparatus for the examination of blood stains, qualitative and quantitative analyses; delicate balances, and similar instruments.

At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the typewriting or the handwriting appearing thereon, the existence of watermarks and any other information which may prove helpful in the investigation of the case. In addition, ballistics is considered an important phase of the scientific work and comparisons are made whenever the occasion demands of bullets and exploded shells. Moulage is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of parts of the human body and these casts are frequently of value in the trial of a case to show the exact location of the wound or for identification purposes. Micro-analyses of hairs and fibres are likewise considered as an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time.

At this time considerable Laboratory research is being conducted. Further there are being obtained complete collections of watermarks, tire tread patterns, bullets, cartridges and powders and typewriting specimens to assist in the performance of the Laboratory examinations as outlined above. These standard specimens will be located in the Laboratory and will be made available to all law enforcement officials desiring to utilize them.

## CONCLUSION

The growth and development of the functions of this Division are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Division of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Division who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day.
Telephone Number: During daytime National 0185
At night National 7117

May 1, 1934.

TL:A

November 28, 1934

MEMORANDUM FOR MR. LESTER.

I wish that you would make the necessary arrangements to have brought up to date the booklet entitled Work and Functions of the Division as of December 1, 1934.

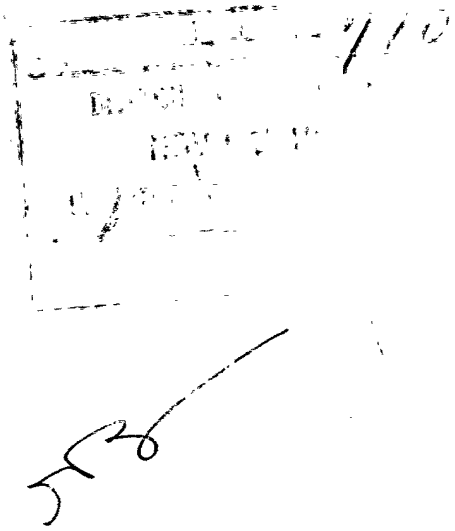
Very truly yours,

John Edgar Hoover,
Director.

1 copy

c-1

RECORDED



DIVISION OF INVESTIGATION

From: Equipment Section

8/12 1934.

To:
- _____Director
- _____Mr. Nathan
- _____Mr. Tolson
- _____Mr. Edwards
- _____Mr. Clegg
- _____Mr. Quinn
- _____Mr. Tamm
- _____Mr. Coffey
- _____Miss Gandy
- _____Chief, Unit _____
- ✓ 7 Files Section
- _____Chief Clerk
- _____Supervisor, Steno. Pool
- _____Washington Field Office

_____Mr.

File

NOT RECORDED

62-21440

R. C. Renneberger.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Division has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Division which receive most frequent attention are the following:

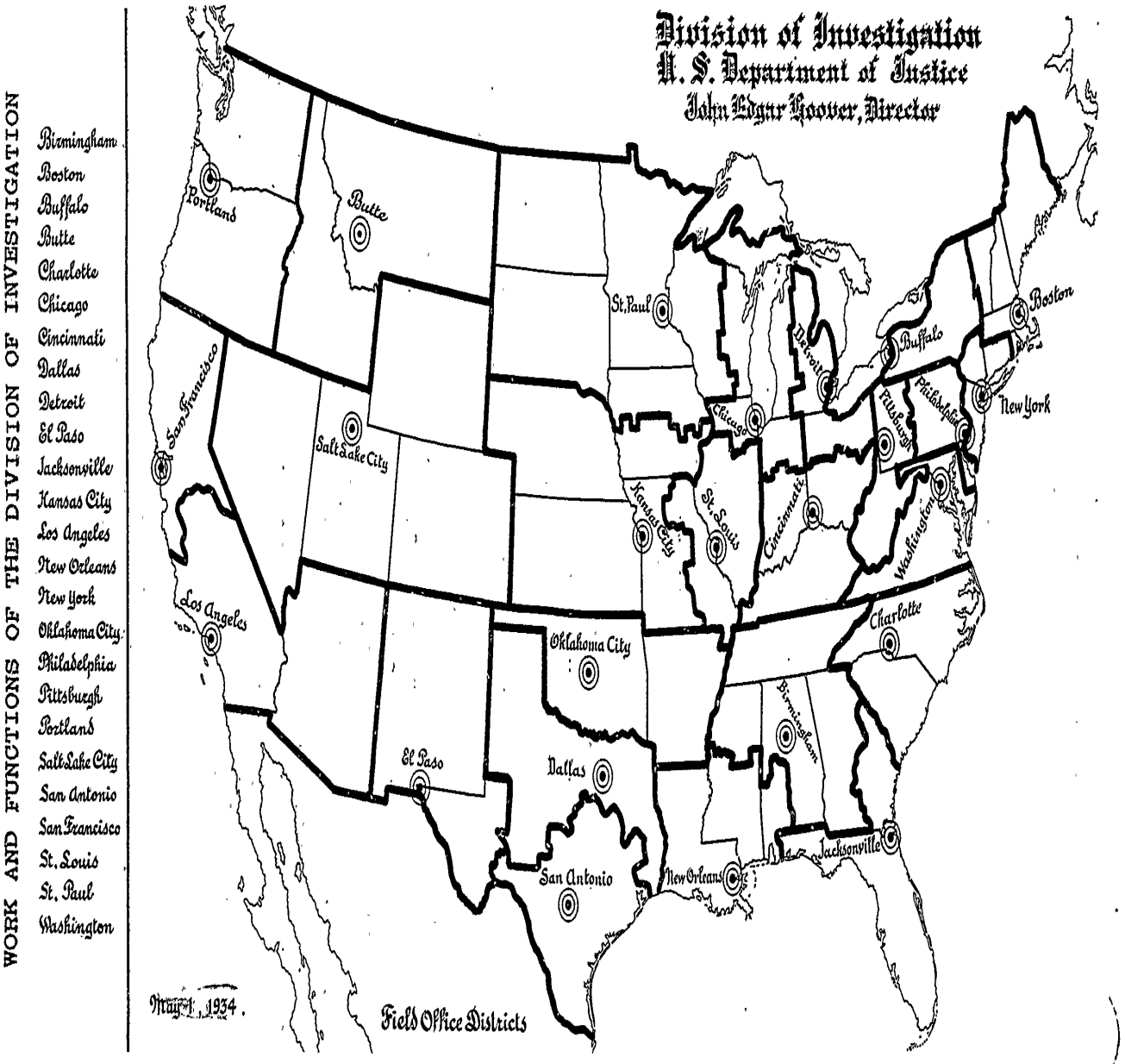
Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Federal Kidnaping Acts
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Intimidation of Witnesses
International Claims
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Director of the Division of Investigation has under his jurisdiction twenty-five field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Alabama | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 7634 |
| Buffalo, N. Y. | Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 1806 First Nat'l Bank | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Andover 2411 |
| Cincinnati, Ohio | 426 U.S.Custom House & P.O. | Cherry 0768 |
| Dallas, Texas | Post Office | 2-7985 |
| Detroit, Mich. | 625 Lafayette | Cadillac 2835 |
| El Paso, Texas | 1331 First Nat'l Bank | Main 501 |
| Jacksonville, Fla. | 412 U.S.Court House & P.O. | 5-8209 |
| Kansas City, Mo. | Suite L, Federal | Victor 3113 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Ave., Rm. 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Philadelphia, Pa. | 735 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |
| Portland, Oregon | 411 United States Court House | Atwater 6171 |
| Salt Lake City, Utah | 503-A U.S.Court House & P.O. | Wasatch 1797 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 318 Hewes | Exbrook 0818 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 232 Post Office | Garfield 2193 |
| Washington, D. C. | Hurley-Wright | National 0185 |


Division of Investigation
U. S. Department of Justice
John Edgar Hoover, Director
WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Dallas
Detroit
El Paso
Jacksonville
Kansas City
Los Angeles
New Orleans
New York
Oklahoma City
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington
Portland
Butte
St. Paul
Detroit
Buffalo
Boston
New York
Philadelphia
Pittsburgh
Chicago
San Francisco
Salt Lake City
Kansas City
St. Louis
Cincinnati
Washington
Charlotte
Los Angeles
Oklahoma City
Birmingham
El Paso
Dallas
Jacksonville
New Orleans
San Antonio
May 1, 1934.
Field Office Districts

4

Best Available Copy



Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Division of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Division of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from Justice by reason of violations of the Federal laws over which the Division has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Division will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

THE FEDERAL FUGITIVE ACT.

An Act approved on May 18, 1934 makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act further makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

The Division of Investigation has jurisdiction in cases of this kind.

on P 7

FEDERAL RACKETEERING STATUTE.

An Act approved on June 18, 1934 makes it a Federal offense for any person to in any way affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear of under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with instate trade or commerce.

The Division of Investigation has jurisdiction in the investigation of cases arising under this Statute.

54 P 10

THE NATIONAL STOLEN PROPERTY ACT.

This Act approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Division of Investigation has investigative jurisdiction in these cases.

P 10

THE ROBBERY OF NATIONAL BANKS
AND MEMBER BANKS OF THE FEDERAL
RESERVE SYSTEM.

On May 18, 1934 there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence or by putting in fear of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Division of Investigation has investigative jurisdiction in cases of this kind.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Division of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on May 18, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, or otherwise, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Division of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

the Comptroller of the Currency. The Division of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Division an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Division has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Division of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

## IDENTIFICATION FUNCTIONS

The Division of Investigation, in addition to its field investigative offices, maintains an Identification Unit at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Division's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1934, there were 4,266,420 fingerprint records and 5,397,220 index cards in the Division's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1933, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Unit daily from 6,646 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Unit of the Division of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Division are supplied gratis. The Division also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry System of Identification, devised by the Division's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Division places notations in the files of its Identification Unit upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 365 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Division's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Division's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise, it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Division of Investigation employs the Henry System with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Division to identify the latent prints. However, if the names or aliases of any suspects are furnished the Division together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Division of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been

very gratifying, but despite the splendid results which have been accomplished, it is felt that this Division can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Division as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project. A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Division's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Division of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Division will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Division are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Division of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Division provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Division.

In order to supplement the statistics obtained from the records described above, the Division periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, and during the calendar year 1933 there were 1,658 cities, with a total population of 62,357,262, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Division. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Division.

## TECHNICAL LABORATORY

In the latter part of the year 1932 the Division of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Division to have technical experts outside its organization to make scientific analyses. The importance and growth of this phase of the Division's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential.

The development of the Laboratory has been carefully planned by the Division with the assistance and advice of Dr. Wilmer Souder, a well-known and recognized authority in the field of scientific endeavor. Dr. Souder, who is at present acting in an advisory capacity in the further development of the Laboratory, has been engaged as a scientist by the Bureau of Standards for a period of eighteen years and has devoted the principal portion of his time to handwriting, typewriting and ballistics identification. His advice and experience have rendered invaluable

service to the Division in the training of the Laboratory personnel and in obtaining equipment which is considered the most desirable and essential for the performance of its work.

Some of the instruments used in the technical work include the comparison microscope, in which the images of two separate bullets are brought within a single eyepiece for comparison; the binocular microscope which uses low magnification for the examination of handwriting, typewriting and other specimens with which it is an advantage to utilize the stereoscopic principle; the research microscope which enables magnification up to 1400 times to be obtained; the ultra-violet lamp for the examination of the fluorescent and phosphorescent appearances of objects and substances through which they may be identified; special cameras for photographing specimens; chemical apparatus for the examination of blood stains, qualitative and quantitative analyses; delicate balances, and similar instruments.

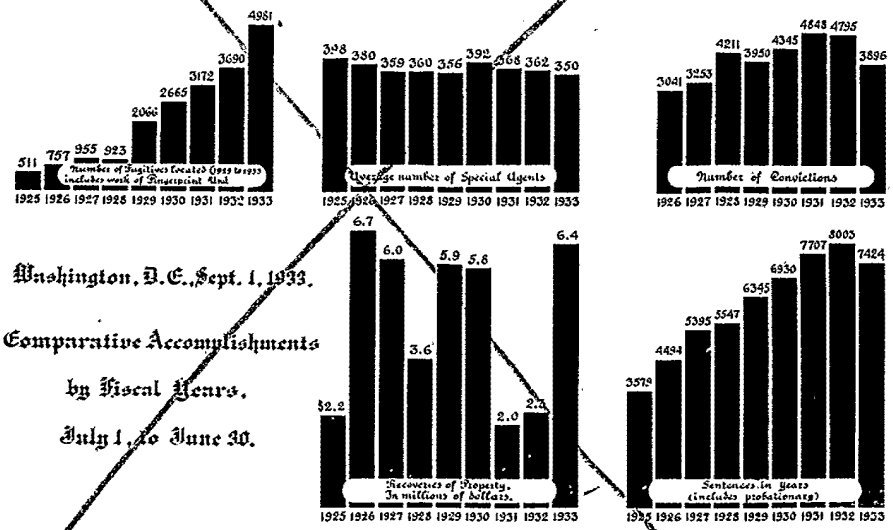
At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the typewriting or the handwriting appearing thereon, the existence of watermarks and any other information which may prove helpful in the investigation of the case. In addition, ballistics is considered an important phase of the scientific work and comparisons are made whenever the occasion demands of bullets and exploded shells. Moulage is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of parts of the human body and these casts are frequently of value in the trial of a case to show the exact location of the wound or for identification purposes. Micro-analyses of hairs and fibres are likewise considered as an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time.

At this time considerable Laboratory research is being conducted. Further there are being obtained complete collections of watermarks, tire tread patterns, bullets, cartridges and powders and typewriting specimens to assist in the performance of the Laboratory examinations as outlined above. These standard specimens will be located in the Laboratory and will be made available to all law enforcement officials desiring to utilize them.

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

# Division of Investigation
# U. S. Department of Justice

J. Edgar Hoover, Director




Washington, D.C., Sept. 1, 1933.

Comparative Accomplishments by Fiscal Years, July 1, to June 30.

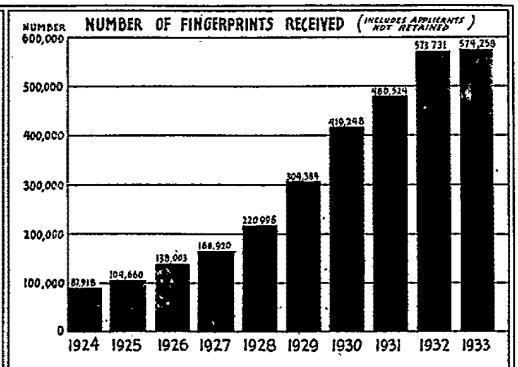
Note:- Convictions secured in 95.51% of all cases brought to trial during fiscal year 1933.

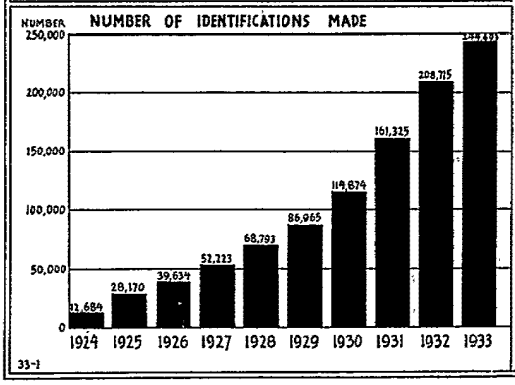
Note:- The decrease in convictions and sentences for the fiscal year 1933 was due to departmental instructions, based upon the economy program, referring prosecution to state authorities where dual jurisdiction existed.

Division of Investigation
U.S. Department of Justice
J. Edgar Hoover, Director

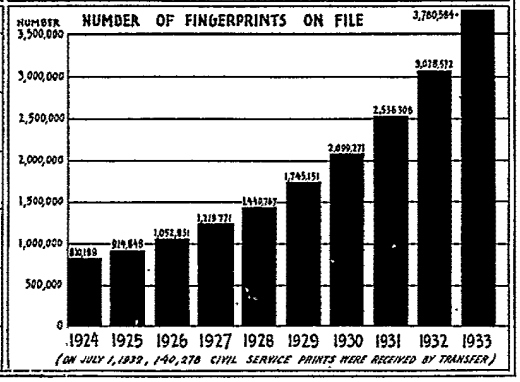
*Statistical chart indicating accomplishments of the fingerprint unit during the fiscal years 1924-1933 inclusive*

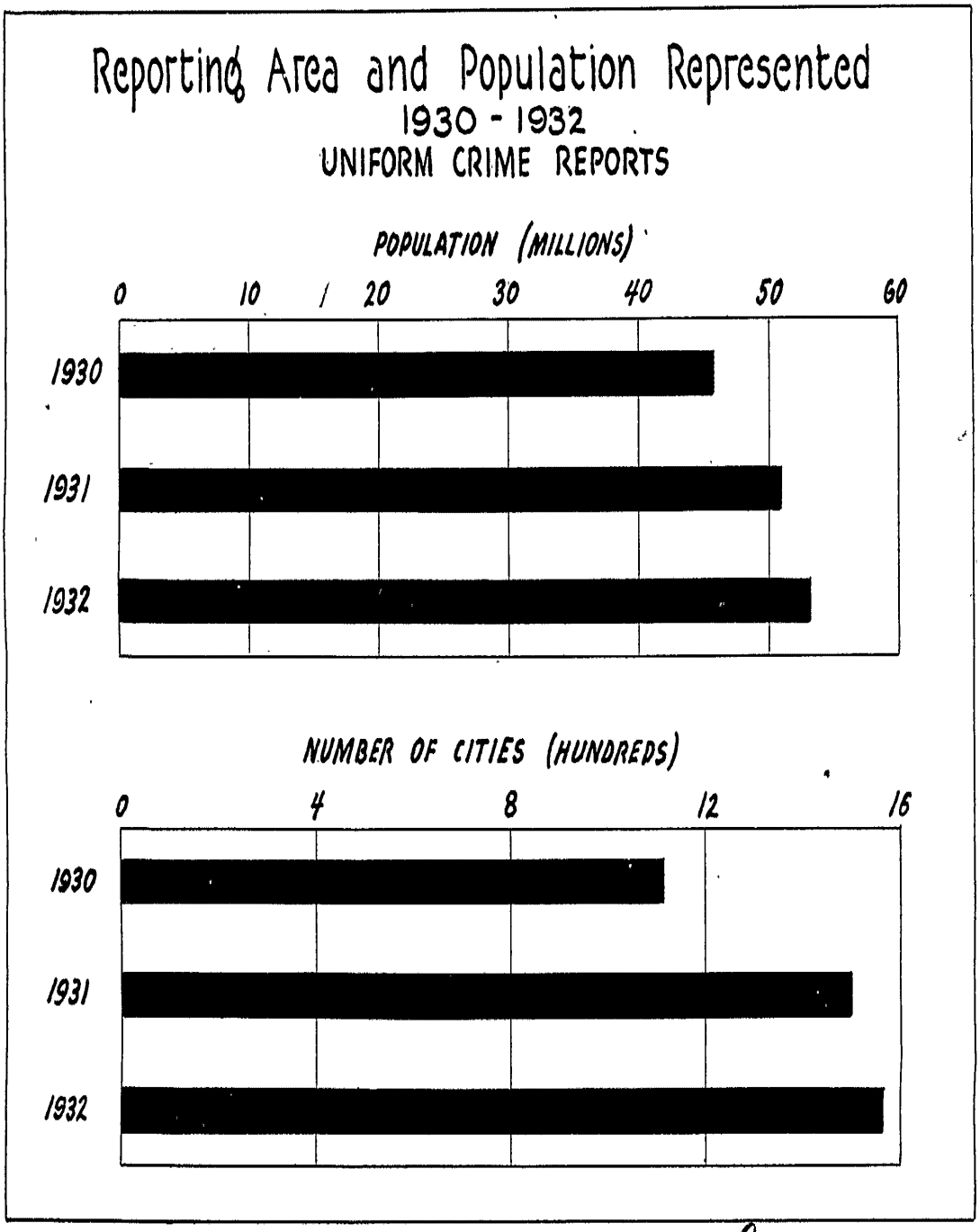
9-1-33




33-1






Use need chart (Hanes)

## CONCLUSION

The growth and development of the functions of this Division are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Division of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Division who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day.
Telephone Number: During daytime National 0185
At night National 7117

May 1, 1934.

May 20, 1934

## FEDERAL RACKETEERING STATUTE.

An Act approved on June 18, 1934 makes it a Federal offense for any person to in any way affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear of under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with instate trade or commerce.

The Division of Investigation has jurisdiction in the investigation of cases arising under this Statute.

THE ROBBERY OF NATIONAL BANKS AND MEMBER BANKS OF THE FEDERAL RESERVE SYSTEM.

On May 18, 1934 there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence or by putting in fear of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Division of Investigation has investigative jurisdiction in cases of this kind.

THE NATIONAL STOLEN PROPERTY ACT.

This Act approved on May 22 , 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more therefrom stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Division of Investigation has investigative jurisdiction in these cases.

DIVISION OF INVESTIGATION

Room 420. 7/21 1934.

To:
- ____Director
- ____Mr. Nathan
- ____Mr. Tolson
- ____Mr. Edwards
- ____Mr. Clegg
- ____Mr. Egan
- ____Mr. Harbo
- ✓ Mr. Renneberger
- ____Miss Gandy
- ____Mrs. Kelley
- ____Miss Beahm
- ____Miss Sheaffer
- ____Chief, Unit ____
- ____Files Section
- ____Supervisor, Steno. Pool.
- ____Supervisor ____
- ____Mr.

For new "work & function" pay more to some Entire new Crowbill to see [illegible]

W. H. D. Lester.

DIVISION OF INVESTIGATION

Room 318 7/21 1934.

To:
- ____ Director
- ____ Mr. Nathan
- ____ Mr. Tamm
- ____ Mr. Edwards
- ____ Mr. Egan
- ____ Mr. Quinn
- ____ Mr. Baughman
- ✓ Mr. Lester
- ____ Mr. Glavin
- ____ Miss Gandy
- ____ Mrs. Kelley
- ____ Personnel Files
- ____ Files
- ____ Mr. Renneberger
- ____ Stenographic Pool
- ____ Miss Sheaffer

See Me  Send File

Persons request
& ifo on send
to Mr Renneberger
one more to come

Clyde Tolson.

( )
)
t ( )
essed ( )
( )

)
)
)
or brown ( )
)

. eye ( )
ft eye ( )
missing, blind,
ficial ( )
e missing, blind,
ficial ( )
bly near sighted ( )

RS
head-right side ( )
head-left side ( )
head-both sides ( )
)
nclude broken
nose) ( )
and, wrist or arm ( )
nd, wrist or arm ( )
nds, wrists or arms ( )

ONS & DEFORMITIES
ar ( )
r ( )
rm ( )
eg ( )
m ( )
g ( )
and ( )
nd ( )
oot ( )
ot ( )
or fingers
ght hand ( )
or fingers
ft hand ( )
ack ( )
)
i right arm ( )
i left arm ( )
i right leg ( )
i left leg ( )

3 - irregular ( )
4 - gold-visible ( )
5 - stained ( )
6 - visible decay ( )
7 - false or missing ( )

23. SPEECH
1 - soft or low ( )
2 - Southern Accent ( )
3 - loud ( )
4 - refined ( )
5 - vulgar ( )
6 - foreign or broken English ( )
7 - lisping ( )
8 - stuttering ( )
9 - rapid ( )
0 - dumb ( )

24. DRESS
1 - neat ( )
2 - well dressed ( )
3 - rough ( )
4 - Uniform (Army-Navy-chauffeur-maid, etc.) ( )

25. TATTOO MARKS
1 - right arm ( )
2 - right hand ( )
3 - left arm ( )
4 - left hand ( )
5 - visible neck or chest ( )

26. MUSTACHE
1 - clean shaven ( )
2 - mustache ( )
3 - mustache & beard ( )
4 - side-burns ( )

27. APPARENT RACE
1 - Italian ( )
2 - Irish ( )
3 - Hebrew or Jewish ( )
4 - French ( )
5 - German ( )
6 - Scandinavian ( )
7 - Greek ( )
8 - Mexican, So. Amer., Spanish, etc. ( )
9 - All other foreign appearing ( )
0 - American ( )

Special Agent in Charge.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

ES:SLH August 22, 1935.

ES

MEMORANDUM FOR MR. TOLSON

RE: REISSUE OF THE WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

Due to the unusually heavy demand for the publication, The Work and Functions of the Federal Bureau of Investigation, in connection with the Pittsburgh Jubilee Celebration, there are now only about 800 copies on hand. For that reason, it is suggested that the approval for a reissue of Work and Functions as of August 15, 1935, be expedited as much as possible. Copy is attached hereto. I believe at least 10,000 copies should be printed.

Respectfully,

Edward Scheidt.

RECORDED 62-21440-726

FEDERAL BUREAU OF INVESTIGATION

SEP 5 1935 P.M.

U. S. DEPARTMENT OF JUSTICE

TOLSON

SCHEIDT

SEP 6 1935

8/23/35

# THE WORK AND FUNCTIONS

# OF THE DIVISION

# OF

# INVESTIGATION

# U. S. DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement
Officials and Agencies December 1, 1934

# WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

"The administration of the Division of Investigation, U. S. Department of Justice is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions."********* "The Identification Unit is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the Division of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this organization.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the Division of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Division. There is being presented an outline of the investigative, fingerprint identification, technical laboratory and crime statistics functions of the Division, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Division is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Division has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Division which receive the most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Extortion Cases Involving Interstate Commerce or Communications
Federal Anti-Racketeering Statute
Federal Kidnaping Acts
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds Against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Interstate Flight to Avoid Prosecution or Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks and Member Banks of Federal Reserve System
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

The Director of the Division of Investigation has under his jurisdiction thirty field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

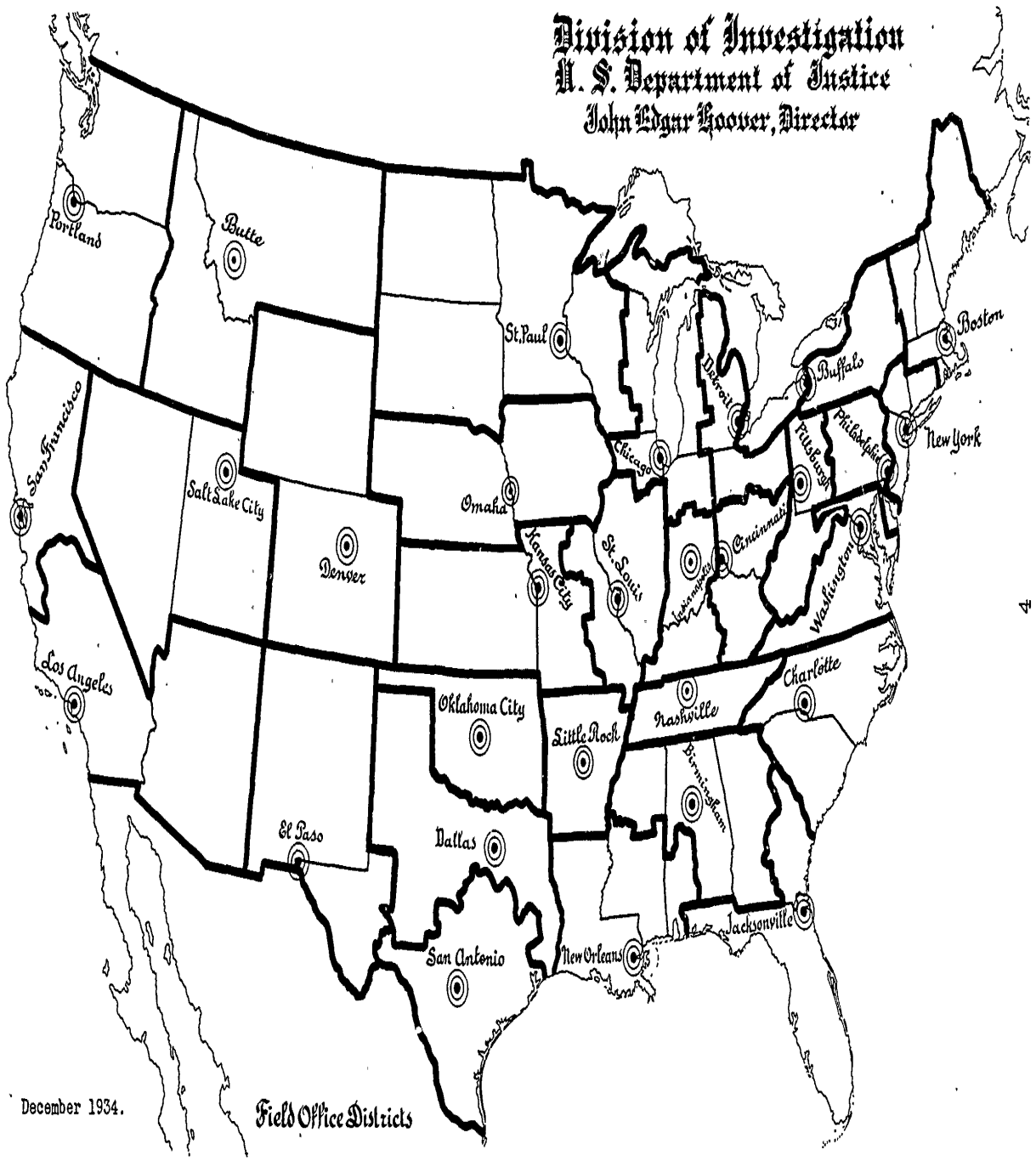
Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Alabama | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 5600 |
| Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 234 Federal | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| Cincinnati, Ohio | 426 U. S. Custom House & P. O. | Main 6720 |
| Dallas, Texas | 420 Post Office | 2-3866 |
| Denver, Colo. | 422 Midland Saving s | Main 6241 |
| Detroit, Mich. | 907 Federal | Cadillac 2835 |
| El Paso, Texas | 1331 First Nat'l Bank | Main 501 |
| Indianapolis, Ind. | 506 Fletcher Savings & Trust | Riley 5416 |
| Jacksonville, Fla. | 412 U. S. Court House & P. O. | 3-2780 |
| Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| Little Rock, Ark. | 500 Rector Office | 6734 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Avenue, Room 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Omaha, Nebr. | 629 First Nat'l Bank | Atlantic 8644 |
| Philadelphia, Pa. | 735 Phila. Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |

(Continued on Page 5)

WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington



| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Portland, Oregon | 411 U. S. Court House | Atwater 6171 |
| Salt Lake City, Utah | 503-A U. S. Court House & P. O. | Wasatch 3980 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 405 Post Office | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 232 Post Office | Garfield 7509 |
| Washington, D. C. | 5747 U. S. Dept. of Justice | National 5303 |

The Division of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Division relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Division has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Division desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

## ANTITRUST LAWS

The Division of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

## BANKRUPTCY VIOLATIONS

It is the duty of the Division of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Division will appreciate receiving any information which you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsi-

fying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Division of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Division of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from Justice by reason of violations of the Federal laws over which the Division has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Division will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## FEDERAL FUGITIVE ACT

An Act approved on May 18, 1934 makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion,

accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act further makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

The Division of Investigation has jurisdiction in cases of this kind.

## FEDERAL RACKETEERING STATUTE

An Act approved on June 18, 1934 makes it a Federal offense for any person to in any way affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

The Division of Investigation has jurisdiction in the investigation of cases arising under this Statute.

## IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Division of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person

or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Division of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. The Division of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these Acts.

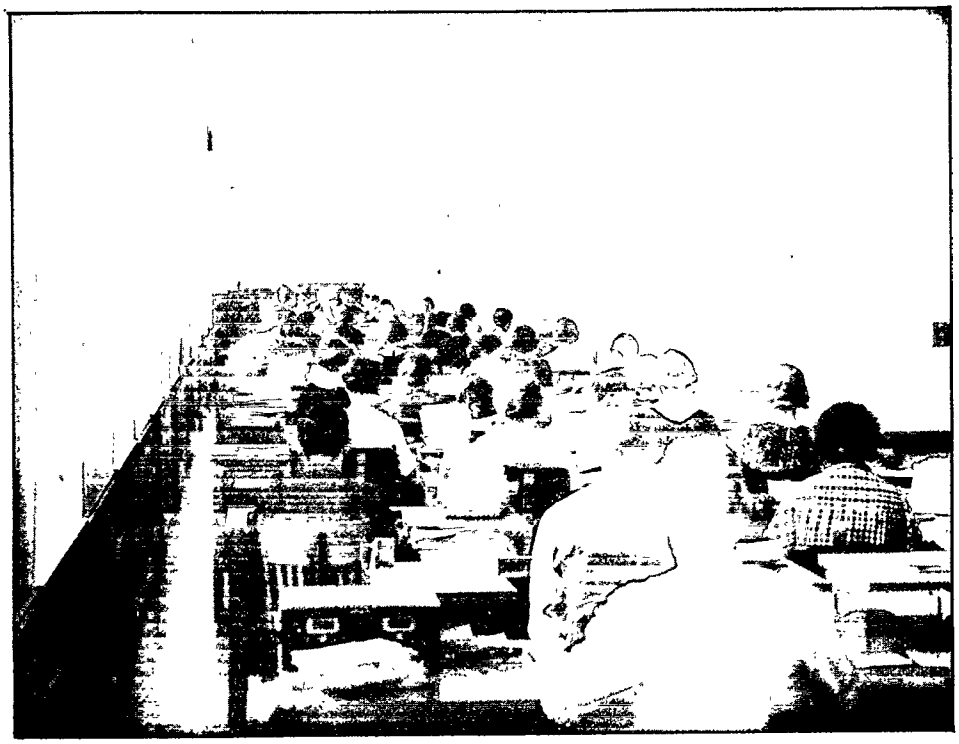
## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Division an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## NATIONAL STOLEN PROPERTY ACT

This Act approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign com-



Photograph of the Typing Section - Identification Unit



Photograph of a Portion of the Technical Section of the Identification Unit

merce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Division of Investigation has investigative jurisdiction in these cases.

## ROBBERY OF NATIONAL BANKS AND MEMBER BANKS OF THE FEDERAL RESERVE SYSTEM

On May 18, 1934 there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence or by putting in fear of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Division of Investigation has investigative jurisdiction in cases of this kind.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Division has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony.

The Division of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## IDENTIFICATION FUNCTIONS

The Division of Investigation, in addition to its field investigative offices, maintains an Identification Unit at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Division's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On December 1, 1934, there were 4,641,737 fingerprint records and 5,770,588 index cards in the Division's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1934, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On December 1, 1934, approximately 2,500 fingerprint records were being received in the Identification Unit daily from 7,135 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Unit of the Division of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the booklet entitled "Fingerprints", and disposition sheets for the purpose of reporting dispositions to the Division are supplied gratis. The Division also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry System of Identification, devised by the Division's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Division places notations in the files of its Identification Unit upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 365 persons wanted for various types of offenses ranging from misdemeanor to murder or as es-

caped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Division's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Division's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise, it proves of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Division of Investigation employs the Henry System with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Division to identify the latent prints. However, if the names or aliases of any suspects are furnished the Division together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Division of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Division can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Division as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A booklet has been prepared and is available entitled

"Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Division's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Division of Investigation in its identification work will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Division will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Division are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Division of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Division provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Division.

In order to supplement the statistics obtained from the records described above, the Division periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past four years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, and during the calendar year 1933 there were 1,658 cities, with a total population of 62,357,262, which contributed the crime reports. This growth has continued during the first ten months of 1934, reports being received from 1,756 cities, with an aggregate population of 62,552,170. A majority of the larger cities throughout the country send these reports regularly to the Division. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Division.

## TECHNICAL LABORATORY

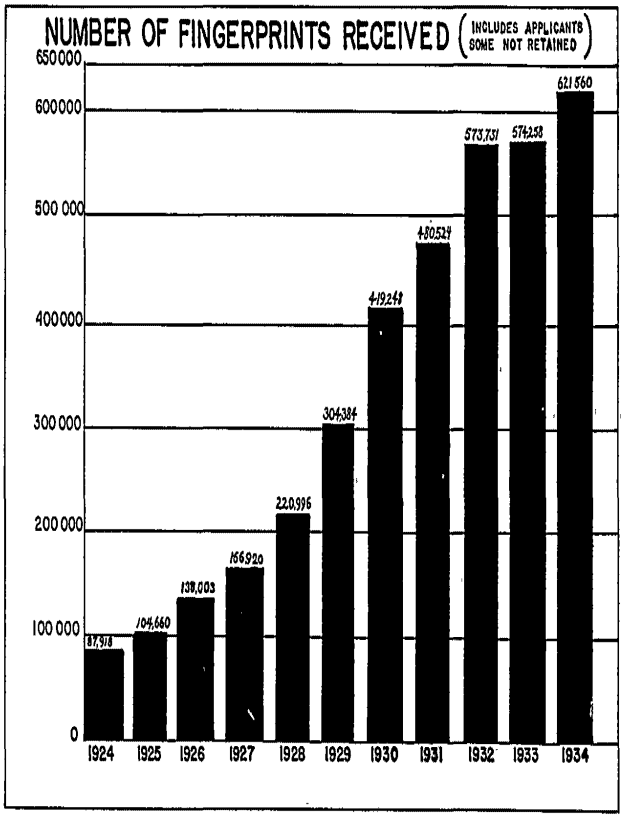
In the latter part of the year 1932 the Division of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Division to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Division's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this Laboratory has been carefully planned by the Division with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

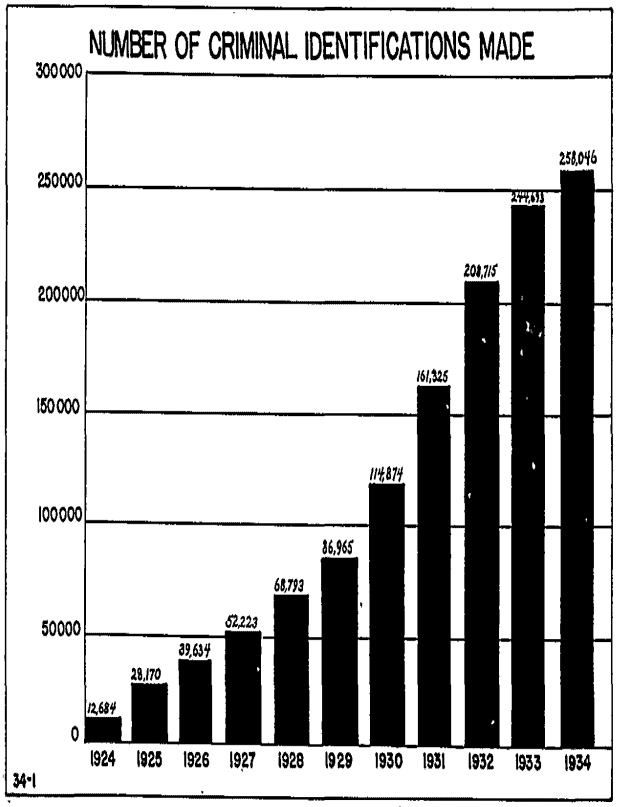
Some of the instruments used in the technical work include comparison microscopes, in which the images of two separate objects, such as bullets, are brought within a single eyepiece in juxtaposition for ready comparison; binocular microscopes of low magnification for the examination of handwriting, typewriting and other specimens in which it is an advantage to utilize the stereoscopic principle; the research microscope which provides magnifications up to 2,250 times; the ultra-violet ray lamp for the examination of the fluorescent and phosphorescent appearances of objects and substances through which they may be identified; infra red ray equipment; special cameras for photographing specimens; chemical apparatus for the examination of blood stains, qualitative and quantitative analyses; delicate balances; projection arc, employing the use of parallel rays of light, and similar instruments.

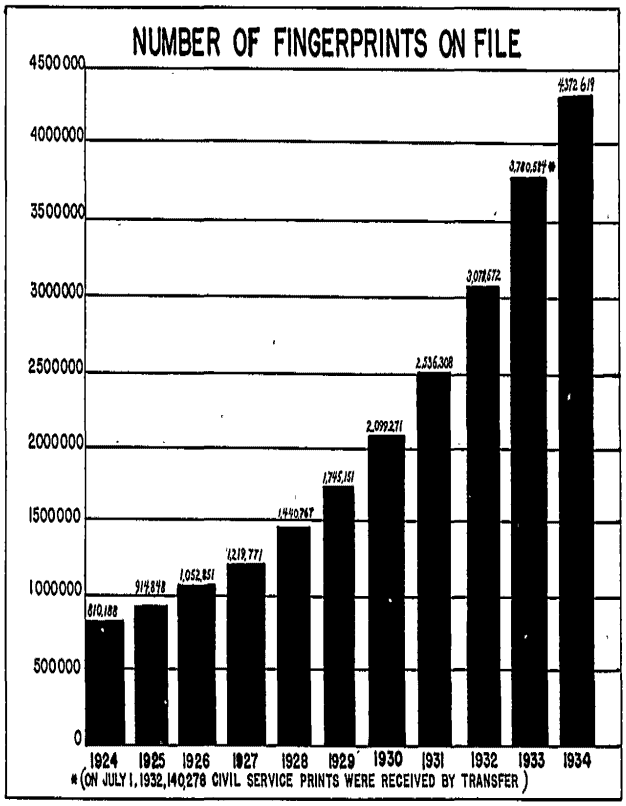
At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the typewriting or the handwriting appearing thereon, as well as the existence of water-marks and any other information which may prove helpful in the investigation of the case. In addition, an important phase of the scientific work relates to an examination of bullets and exploded shells. Reproducing by moulage or other methods is

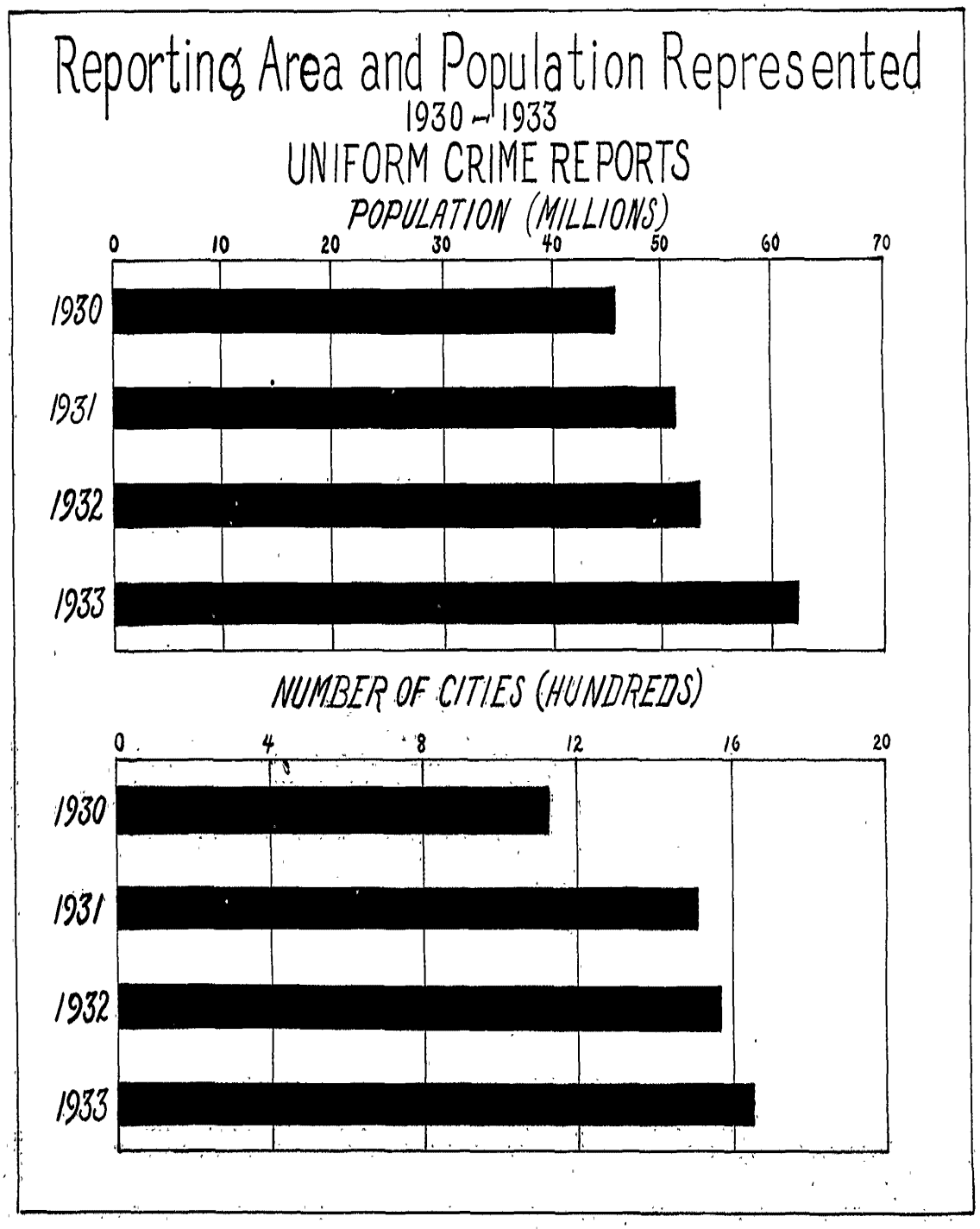
# Division of Investigation
## U. S. Department of Justice
### J. Edgar Hoover Director

STATISTICAL CHART INDICATING ACCOMPLISHMENTS
OF THE FINGERPRINT UNIT DURING THE
FISCAL YEARS 1924-1934 INCLUSIVE




Reporting Area and Population Represented
1930 – 1933
UNIFORM CRIME REPORTS
POPULATION (MILLIONS)
0
10
20
30
40
50
60
70
1930
1931
1932
1933
NUMBER OF CITIES (HUNDREDS)
0
4
8
12
16
20
1930
1931
1932
1933

another feature which the Laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body and these casts are frequently of value in the trial of a case to show the exact location of a wound or for identification purposes. Micro-analyses of hair and textile fibres are likewise considered as an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time.

The Laboratory conducts examinations in current cases which may be under investigation, but activity also extends to research work wherein established practices of police science are tested and improvements and new applications sought. Reference collections have been assembled consisting of an index of paper water-marks; blue prints of automobile tire tread designs; various types and sizes of bullets, and cartridge cases both of American and foreign manufacture; typewriting specimens; a collection of handwriting specimens of a certain type of criminal; and a fibre file consisting of both animal and vegetable fibres. These standard specimens are located in the Laboratory and are available to all law enforcement officials desiring to utilize them.

## CONCLUSION

The growth and development of the functions of this Division are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Division of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Division who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day. Telephone Number: National 5303.

December 1, 1934.

FEDERAL BUREAU OF INVESTIGATION

From: Mechanical Section

5/D 1935.

To: _____Director
_____Mr. Nathan
_____Mr. Tolson
_____Mr. Edwards
_____Mr. Clegg
_____Mr. Quinn
_____Mr. Tamm
_____Mr. Coffey
_____Miss Gandy
_____Chief, Unit ____
_____Section
_____Chief Clerk
_____Supervisor, Steno. Pool
_____Washington Field Office
✓ Mr. Leyforth

Pls. file

NOT RECORDED

NOT RECORDED

R. C. Renneberger.

62-31440

# THE WORK AND FUNCTIONS

OF THE FEDERAL BUREAU

# OF

# INVESTIGATION

# U. S. DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director

Washington, D. C.

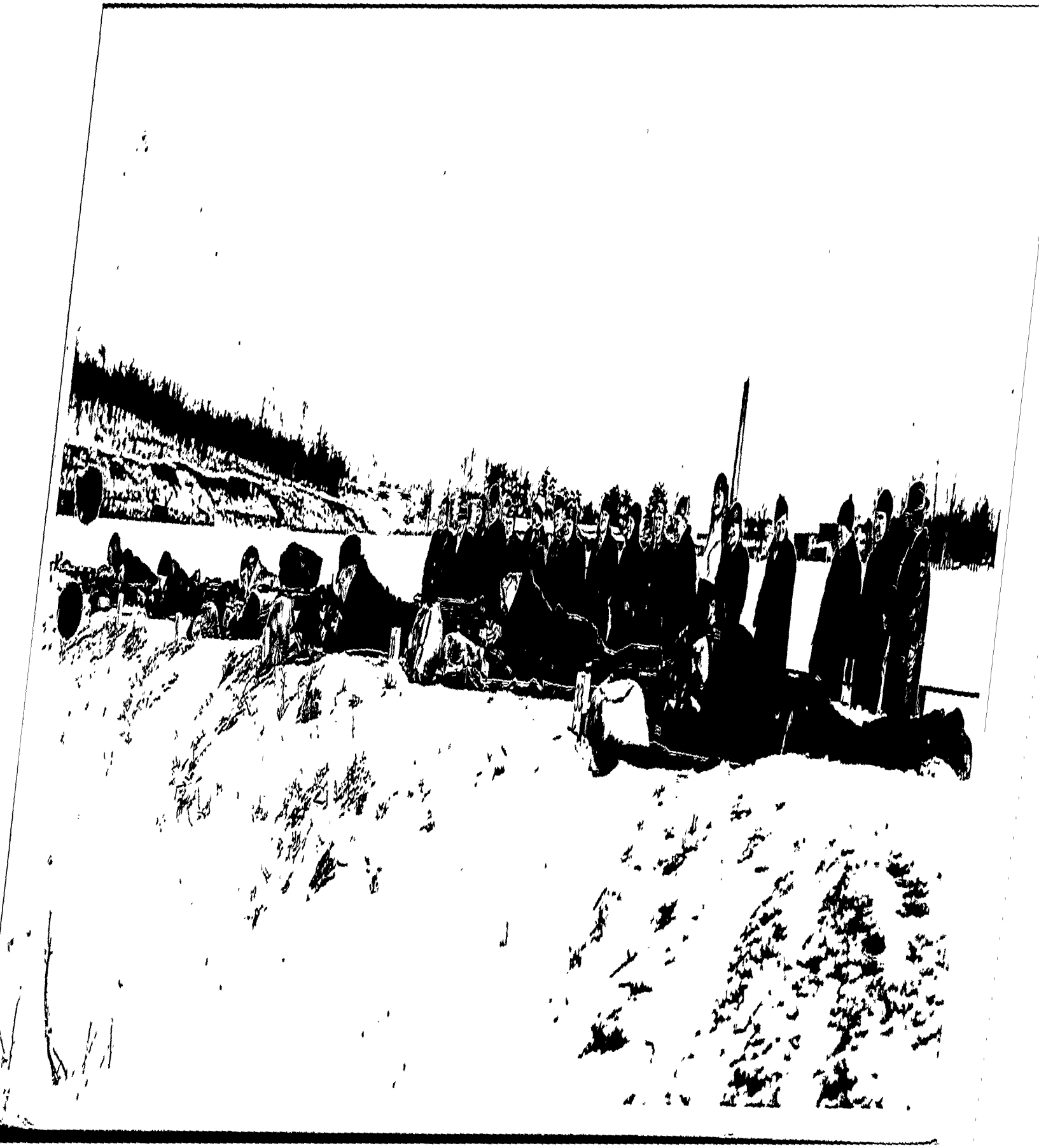
Published for the information of Law-Enforcement
Officials and Agencies April 15, 1935



Photograph of the Typing Section - Identification Division



Photograph of a Portion of the Technical Section of the Identification Division

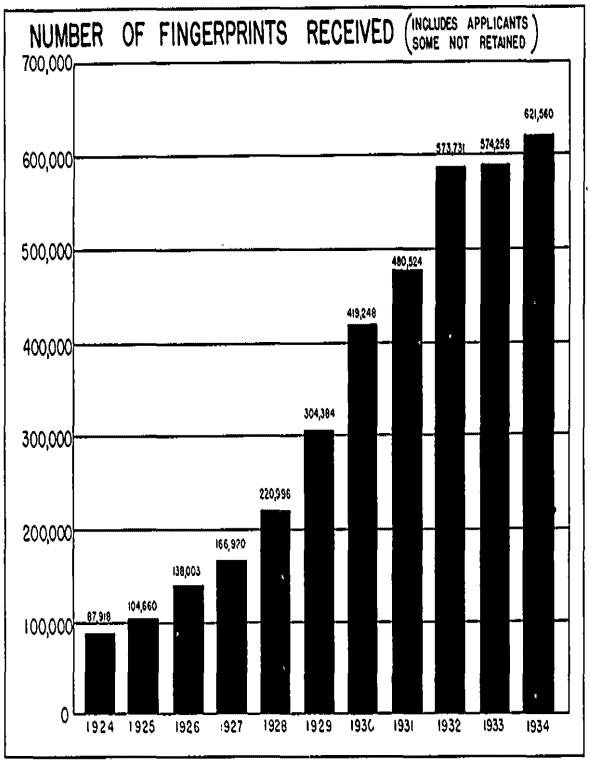


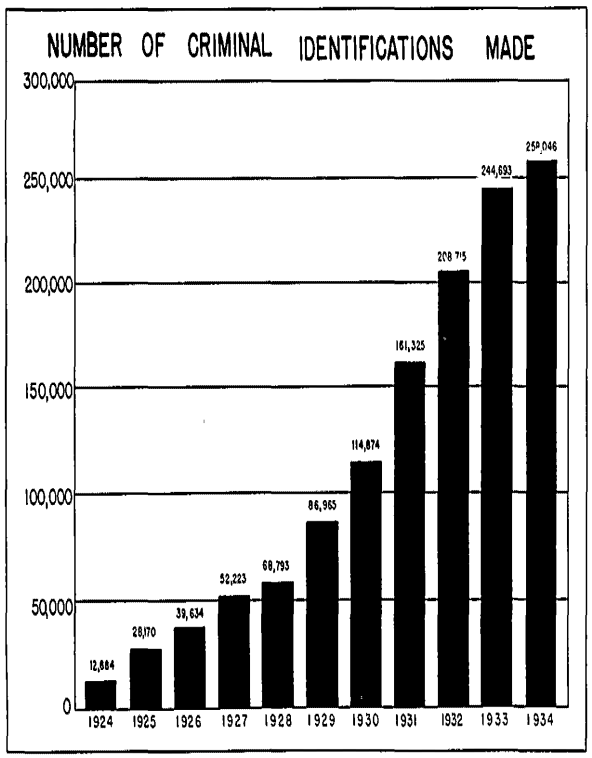
Special Agents from Division's field offices, during firearms practice at Quantico, Va.,

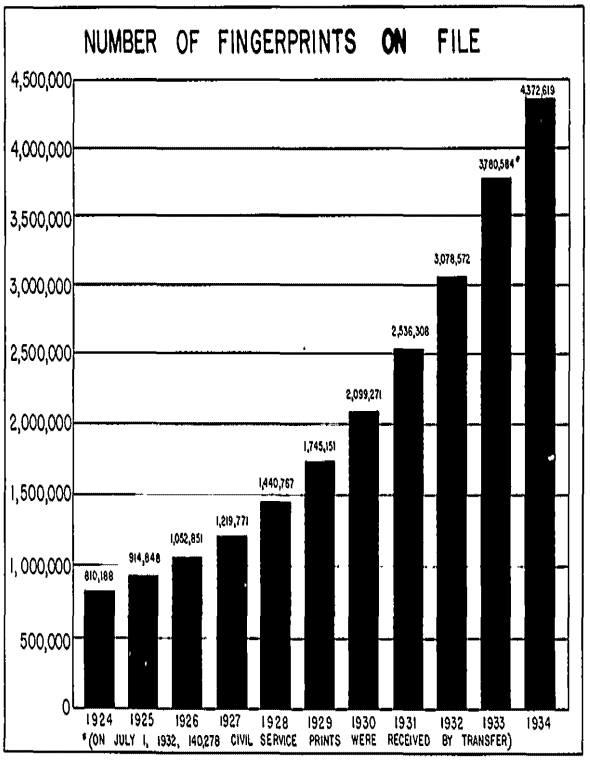
January, 1935

# Federal Bureau of Investigation
## U. S. Department of Justice
### J. Edgar Hoover, Director

STATISTICAL CHART INDICATING ACCOMPLISHMENTS OF THE IDENTIFICATION DIVISION DURING THE FISCAL YEARS 1924-1934 INCLUSIVE



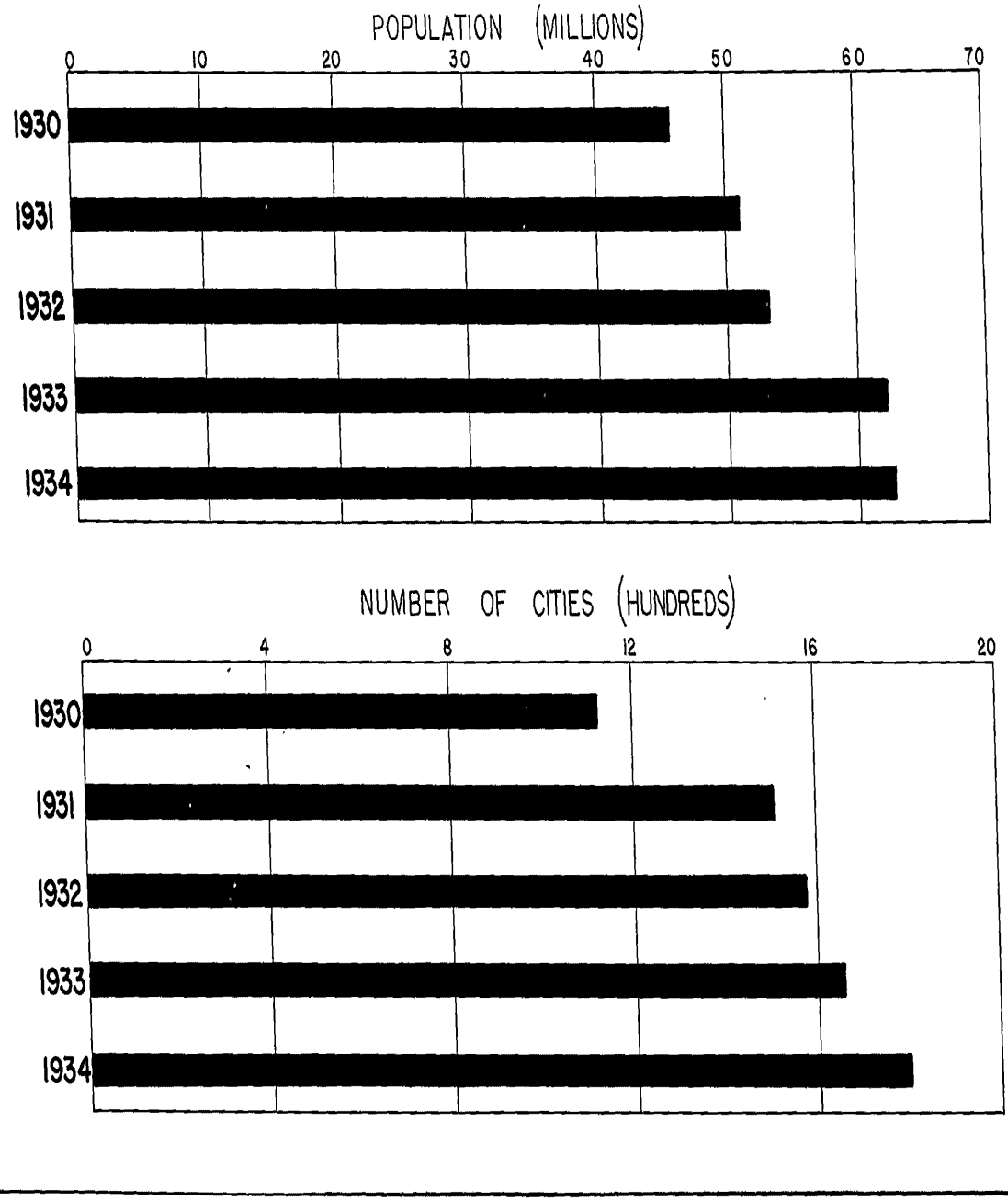




35-1

# REPORTING AREA AND POPULATION REPRESENTED

1930-1934

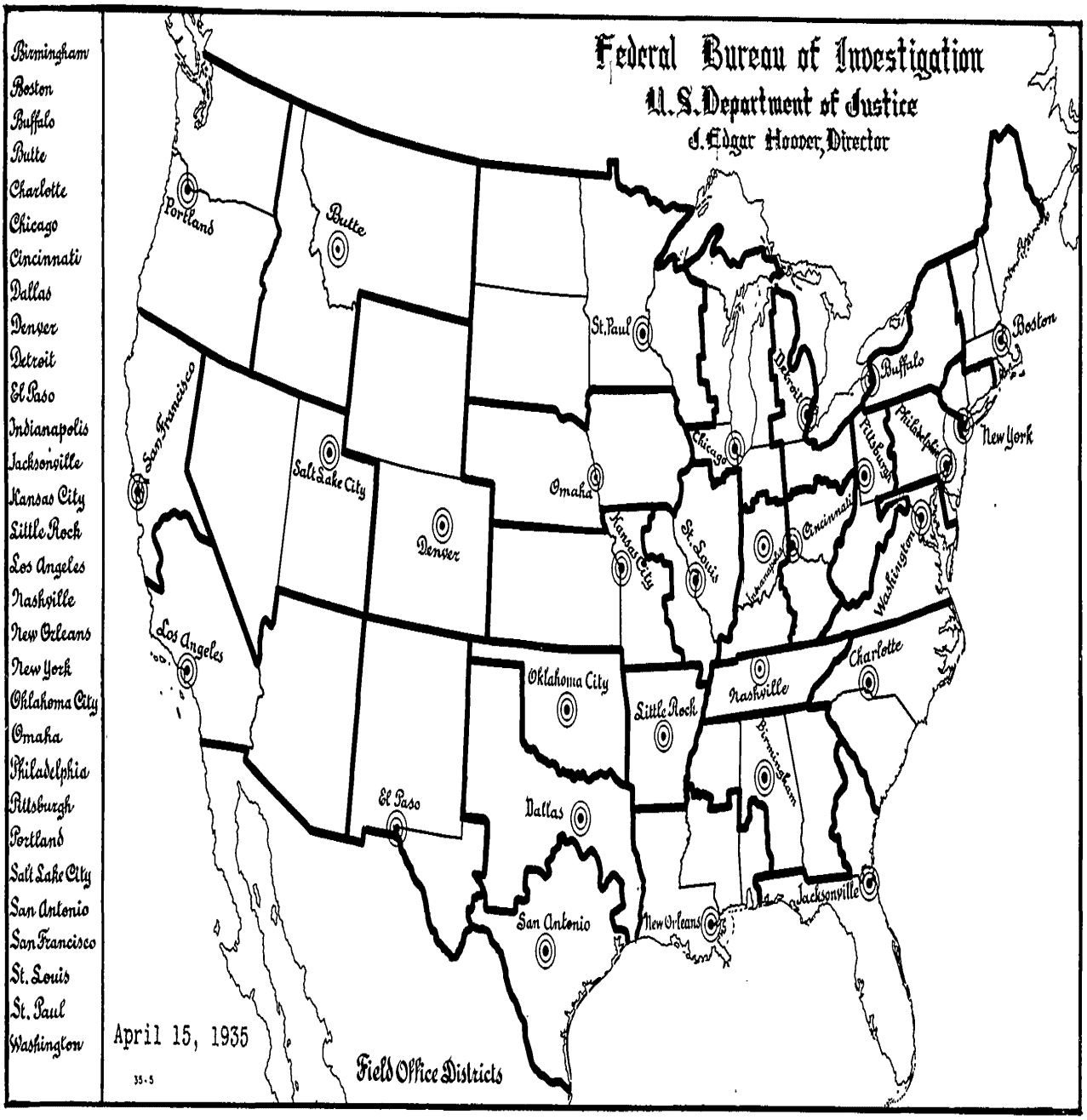
## UNIFORM CRIME REPORTS





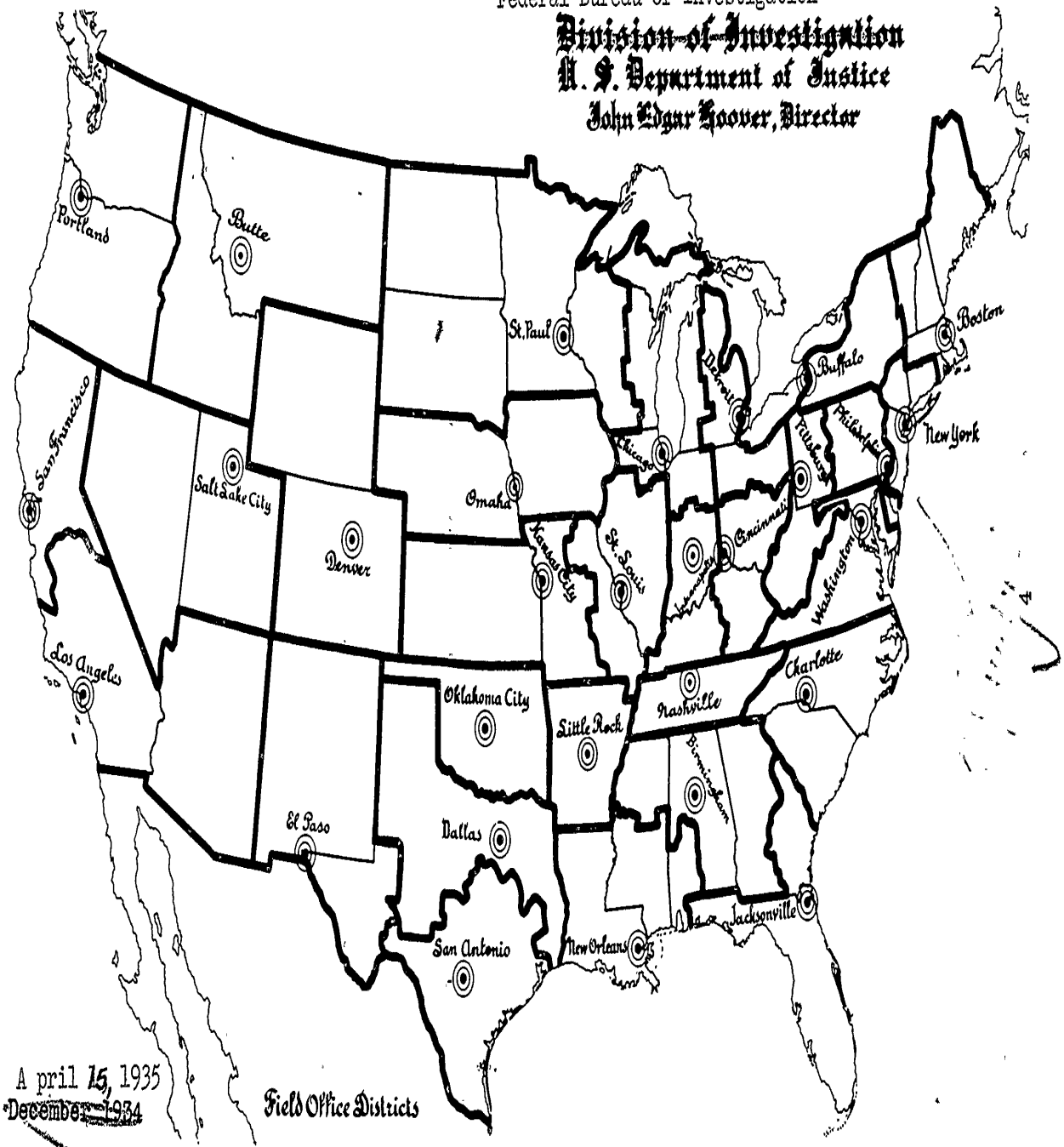
Special Agents Training in Use of Firearms




Federal Bureau of Investigation
U.S. Department of Justice
J. Edgar Hoover, Director
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington
Portland
Butte
St. Paul
Detroit
Buffalo
Boston
San Francisco
Salt Lake City
Omaha
Chicago
Pittsburgh
Philadelphia
New York
Denver
Kansas City
St. Louis
Cincinnati
Washington
Los Angeles
Oklahoma City
Little Rock
Nashville
Charlotte
Birmingham
El Paso
Dallas
Jacksonville
San Antonio
New Orleans
April 15, 1935
35-5
Field Office Districts

Federal Bureau of Investigation

# Division of Investigation
## U. S. Department of Justice
### John Edgar Hoover, Director




Field Office Districts

April 15, 1935
~~December 1934~~

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION
~~WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION~~

Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Washington

## WORK AND FUNCTIONS OF THE DIVISION OF INVESTIGATION

The Director of the Division of Investigation has under his jurisdiction thirty field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Division. Any information concerning a violation of a law which is investigated by this Division coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Division should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Division of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

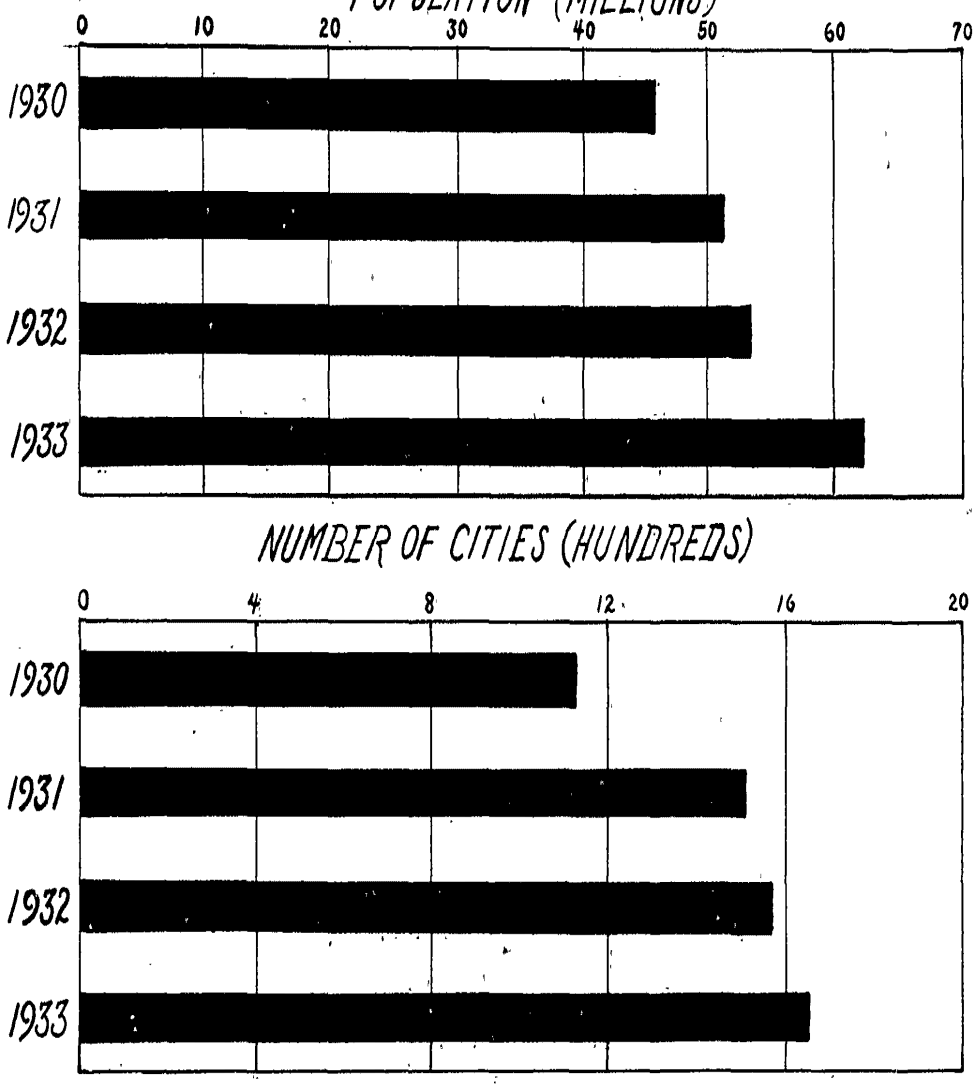
| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Alabama | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 5600 |
| Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 234 Federal | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| Cincinnati, Ohio | 426 U. S. Custom House & P. O. | Main 6720 |
| Dallas, Texas | 420 Post Office | 2-3866 |
| Denver, Colo. | 422 Midland Savings | Main 6241 |
| Detroit, Mich. | 907 Federal | Cadillac 2835 |
| El Paso, Texas | 1331 First Nat'l Bank | Main 501 |
| Indianapolis, Ind. | 506 Fletcher Savings & Trust | Riley 5416 |
| Jacksonville, Fla. | 412 U. S. Court House & P. O. | 3-2080 |
| Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| Little Rock, Ark. | 500 Rector Office | 6734 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Avenue, Room 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8204 |
| Omaha, Nebr. | 629 First Nat'l Bank | Atlantic 8644 |
| Philadelphia, Pa. | 735 Phila. Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 1206 Law and Finance | Grant 2727 |

(Continued on Page 5)

# Reporting Area and Population Represented

1930 – 1933

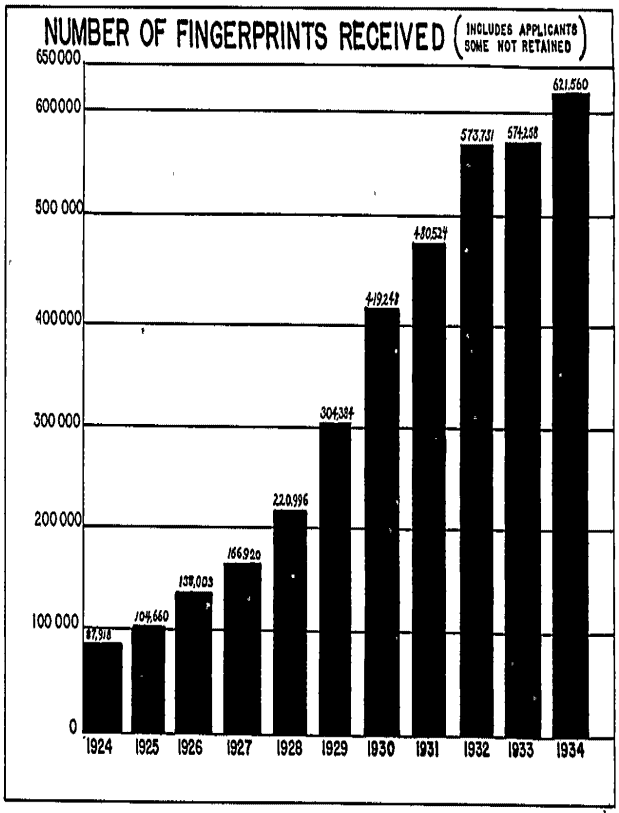
## UNIFORM CRIME REPORTS

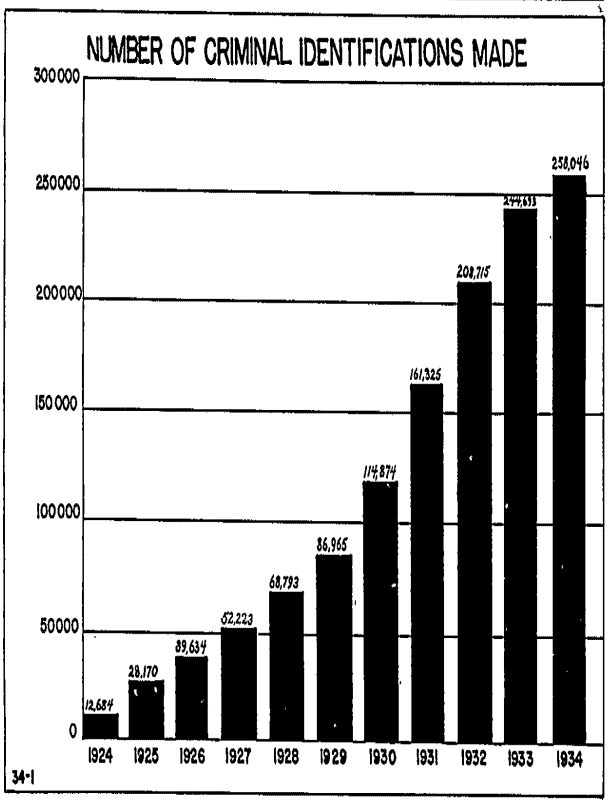


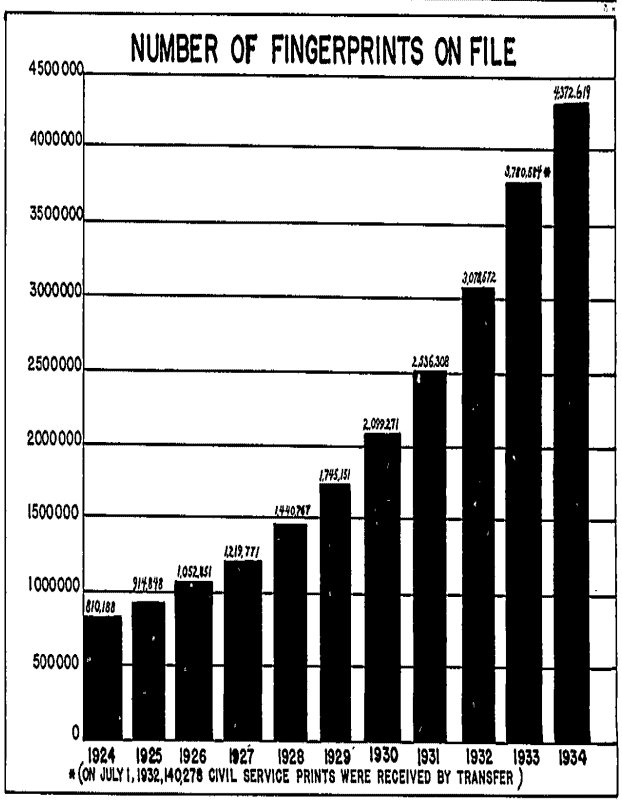
Federal Bureau

# Division of Investigation
# U. S. Department of Justice
## J. Edgar Hoover Director.

STATISTICAL CHART INDICATING ACCOMPLISHMENTS
OF THE FINGERPRINT UNIT DURING THE
FISCAL YEARS 1924-1934 INCLUSIVE




Work and Functions of the Federal Bureau of Investigation

Work from chart original



Photograph of the Typing Section - Identification ~~Unit~~ Division



Photograph of a Portion of the Technical Section of the Identification ~~Unit~~ Division

merce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Division of Investigation has investigative jurisdiction in these cases.

## ROBBERY OF NATIONAL BANKS AND MEMBER BANKS OF THE FEDERAL RESERVE SYSTEM

On May 18, 1934 there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence or by putting in fear of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Division of Investigation has investigative jurisdiction in cases of this kind.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Division has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony.

(photograph of agents in standing position)

Special Agents Training in Use of Firearms

(photograph of agents in prone position)



November 5, 1934. Training Class of Special Agents, Division of Investigation.

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

This publication is issued for the purpose of acquainting law enforcement officials and agencies with the work and functions of the Federal Bureau of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Bureau. There is being presented an outline of the investigative, fingerprint identification, technical laboratory and crime statistics functions of the Bureau, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

The administration of the Federal Bureau of Investigation is based upon the rule and policy, fundamental in the work of every Special Agent in the field, of working in the closest co-operation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Bureau has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau which receive the most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Extortion Cases Involving Interstate Commerce of Communications
Federal Anti-Racketeering Statute
Federal Kidnaping Acts
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds Against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Interstate Flight to Avoid Prosecution or Testifying in Certain Case
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks and Member Banks of Federal Reserve System
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Bureau Violations
White Slave Traffic Act

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

The Director of the Federal Bureau of Investigation has under his jurisdiction thirty field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of this Bureau. Any information concerning a violation of a law which is investigated by this Bureau coming to the attention of a law enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Bureau should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Federal Bureau of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Birmingham, Ala. | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 5600 |
| Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 234 Federal | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| Cincinnati, Ohio | 426 U.S. Custom House & P.O. | Main 6720 |
| Dallas, Texas | 420 Post Office | 2-3866 |
| Denver, Colorado | 722 Midland Savings | Main 6241 |
| Detroit, Michigan | 907 Federal | Cadillac 2835 |
| El Paso, Texas | 1331 First National Bank | Main 501 |
| Indianapolis, Ind. | 506 Fletcher Savings & Trust | Riley 5416 |
| Jacksonville, Fla. | 412 U. S. Court House & P.O. | 3-2780 |
| Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| Little Rock, Ark. | 500 Rector | 6734 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |
| New York, N. Y. | 370 Lexington Avenue, Room 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8186 |
| Omaha, Nebr. | 629 First National Bank | Atlantic 2140 |
| Philadelphia, Pa. | 414 Philadelphia Saving Fund | Walnut 2213 |
| Pittsburgh, Pa. | 620 New Federal | Grant 0800 |

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| Salt Lake City, Utah | 503-A U.S.Court House & P. O. | Wasatch 3980 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 405 Post Office | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 232 Post Office | Garfield 7509 |
| Washington, D. C. | 5745 U. S. Dept. of Justice | National 5303 |

The Federal Bureau of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Bureau has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Bureau desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

## ANTITRUST LAWS

The Federal Bureau of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

## BANKRUPTCY VIOLATIONS

It is the duty of the Federal Bureau of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Bureau will appreciate receiving any information which you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsi-

fying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## FEDERAL FUGITIVE ACT

An Act approved on May 18, 1934 makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion,

accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act further makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

The Federal Bureau of Investigation has jurisdiction in cases of this kind.

## FEDERAL RACKETEERING STATUTE

An Act approved on June 18, 1934 makes it a Federal offense for any person to in any way affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

The Federal Bureau of Investigation has jurisdiction in the investigation of cases arising under this Statute.

## IMPERSONATION

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person

or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Federal Bureau of Investigation and any information in the possession of law enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. The Federal Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of these Acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## NATIONAL STOLEN PROPERTY ACT

This Act approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the

value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Federal Bureau of Investigation has investigative jurisdiction in these cases.

## ROBBERY OF NATIONAL BANKS AND MEMBER BANKS OF THE FEDERAL RESERVE SYSTEM

On May 18, 1934 there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence or by putting in fear of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Federal Bureau of Investigation has investigative jurisdiction in cases of this kind.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## IDENTIFICATION FUNCTIONS

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On April 1, 1935, there were 4,876,092 fingerprint records and 6,006,851 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1934, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On April 1, 1935, approximately 2,800 fingerprint records were being received in the Identification Division daily from 8,045 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the booklet entitled "Fingerprints", and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry System of Identification, devised by the Bureau's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Bureau places notations in the files of its Identification Division upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 365 persons wanted for various types of offenses ranging from misdemeanor to murder or as es-

caped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Bureau's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Bureau's research and criminological laboratory.

Fingerprint records prove of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Federal Bureau of Investigation employs the Henry System with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A booklet has been prepared and is available entitled

"Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the Federal Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Bureau will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Bureau are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CIVIL IDENTIFICATION FUNCTIONS

Because of the increasing interest in the use of fingerprints for non-criminal purposes, there has been established in the Identification Division of the Federal Bureau of Investigation, a Civil Identification Section. Interested individuals are invited to submit their fingerprints to be included in these files, which are maintained entirely distinct from the criminal files. Upon request from law enforcement officials the Bureau will gladly furnish special civil identification forms to be used in taking these prints. They may be forwarded to the Bureau in the regular Bureau envelopes furnished for mailing the criminal prints. Civil identification forms are furnished directly to individuals who desire to submit their own prints for record purposes.

It is believed that the filing of a civil identification record may frequently be a protection to the law abiding citizen. It will make possible the establishment of an identification in the event he becomes a victim of amnesia or other serious illness, or in case of death. It has frequently been found that in disaster difficulty has been encountered in identifying the bodies of victims, and it is believed that the presence of non-criminal fingerprint records may avoid this situation, which often results in the burying of the individual as an unidentified person without notifying his relatives and friends. These records should also be of assistance in settling controversies over the payment of life insurance claims.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Federal Bureau of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Bureau provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Bureau.

In order to supplement the statistics obtained from the records described above, the Bureau periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past five years, as indicated by the following table showing the number of cities from which returns were received, and the population area represented:

| Year | Cities | Population |
|---|---|---|
| 1930 | 1,127 | 45,929,965 |
| 1931 | 1,511 | 51,145,734 |
| 1932 | 1,578 | 53,212,230 |
| 1933 | 1,658 | 62,357,262 |
| 1934 | 1,799 | 62,757,643 |

A majority of the larger cities throughout the country send these reports regularly to the Bureau. Any law enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Bureau.

## TECHNICAL LABORATORY.

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this Laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

Some of the instruments used in the technical work include comparison microscopes, in which the images of two separate objects, such as bullets, are brought within a single eyepiece in juxtaposition for ready comparison; binocular microscopes of low magnification for the examination of handwriting, typewriting and other specimens in which it is an advantage to utilize the stereoscopic principle; the research microscope which provides magnification up to 2,250 times; the ultra-violet ray lamp for the examination of the fluorescent and phosphorescent appearances of objects and substances through which they may be identified; infra red ray equipment; special cameras for photographing specimens; chemical apparatus for the examination of blood stains, qualitative and quantitative analyses; delicate balances; projection arc, employing the use of parallel rays of light, and similar instruments.

At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the typewriting or the handwriting appearing thereon, as well as the existence of water-marks and any other information which may prove helpful in the investigation of the case. In addition, an important phase of the scientific work relates to an examination of bullets and exploded shells. Reproducing by moulage or other methods is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body and these casts are frequently of value in the trial of a case to show the exact location of a wound or for identification purposes. Micro-analyses of hair and textile fibres are likewise considered as an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time.

The Laboratory conducts examinations in current cases which may be under investigation, but activity also extends to research work wherein established practices of police science are tested and improvements and new applications sought. Reference collections have been assembled consisting of an index of paper water-marks; blue prints of automobile tire tread designs; various types and sizes of bullets, and cartridge cases both of American and foreign manufacture; typewriting specimens; a collection of handwriting specimens of a certain type of criminal; and a fibre file consisting of both animal and vegetable fibres.

These standard specimens are located in the Laboratory and are available to all law-enforcement officials desiring to utilize them.

## CONCLUSION.

The growth and development of the functions of this Bureau are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Federal Bureau of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Bureau who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day. Telephone Number: National 5303.

In case of a kidnaping, telephone National 7117.

April 15, 1935.

FEDERAL BUREAU OF INVESTIGATION

Room 4729 9/5 1935.
Phones 560 & 53.

To:
- ____Director
- ____Mr. Nathan
- ____Mr. Tolson
- ____Mr. Edwards
- ____Mr. Clegg
- ____Mr. Egan
- ____Mr. Quinn
- ____Mr. Harbo
- ____Mr. Renneberger
- ____Miss Gandy
- ____Mrs. Kelley
- ____Miss Beahm
- ____Miss Sheaffer
- ✓ Files Section
- ____Supervisor ____
- ____Chief Clerk
- ____Mr. Coffey
- ____Mr. Lester
- ____Mr. ____

File.

E S

Edward Scheidt.

FEDERAL BUREAU OF INVESTIGATION

Room 4729 8/28 1935.
Phones 560 & 53.

To:
- ____ Director
- ____ Mr. Nathan
- X Mr. Tolson
- ____ Mr. Edwards
- ____ Mr. Clegg
- ____ Mr. Egan
- ____ Mr. Quinn
- ____ Mr. Harbo
- ____ Mr. Renneberger
- ____ Miss Gandy
- ____ Mrs. Kelley
- ____ Miss Beahm
- ____ Miss Sheaffer
- ____ Files Section
- ____ Supervisor _____
- ____ Chief Clerk
- ____ Mr. Coffey
- ____ Mr. Lester
- ____ Mr. _____

I suggest we print 10,000 copies of attached revision of Work & Functions.

OK
8/28

Edward Scheidt.

FEDERAL BUREAU OF INVESTIGATION

Date 8/27 1935.

To:
- Director
- Mr. Nathan
- Mr. Tolson
- Mr. Clegg
- Mr. Egan
- Mr. Tamm
- Mr. Quinn
- Miss Gandy
- Mr. Tracy
- Mr. Lester
- Mr. Glavin
- ✓ Mr. Scheidt
- Mr. Renneberger
- Mr. Seyfarth
- M

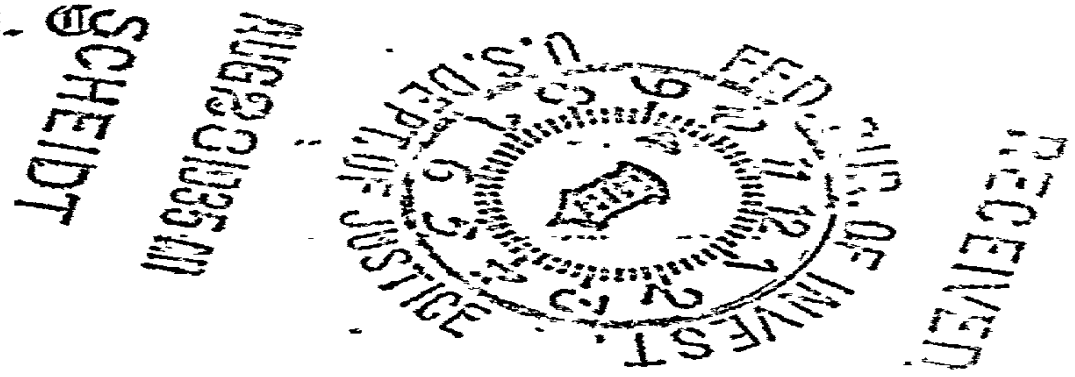
This has been reviewed and necessary changes made.

John J. Edwards

of Investigation

ment of Justice

on, D. C.




supplies were
e in connection with uniform
this project was initiated by
f Chiefs of Police and pro-
report each month of the num-
bes provided for on the report

rts have been received from
this opportunity to encourage
ect in order to make possible
ch will be complete for the
gly, there are enclosed a re-
or your convenience in preparing
e the desired information is
so enclosed two copies of the
of Offenses Committed in Urban
t the return A include all
tions of your county. Any com-
urban places (those with more
vere handled by your office,
he Sheriff's Report of Offenses

It will be observed that i
e latter report offenses occurring

FEDERAL BUREAU OF INVESTIGATION

Room 5101 2/22 1935.

To:
- ____ Director
- ____ Mr. Nathan
- ____ Mr. Clegg
- ____ Mr. Tamm
- ____ Mr. Edwards
- ____ Mr. Egan
- ____ Mr. Quinn
- ____ Mr. Glavin
- ____ Mr. Douglas
- ____ Mr. L. H. Richmond
- ____ Mr. Baughman
- ____ Miss Gandy
- ____ Mr. Tracy
- ____ Mr. Renneberger
- ✓ Mr. Scheidt
- ____ Personnel Files Section
- ____ Files Section
- ____ Communications Section
- ____ Miss Sheaffer
- ____ _____

See Me Send File

Clyde Tolson

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

ES:SLH

September 21, 1935.

MEMORANDUM FOR MR. TOLSON

You will recall that on several occasions we talked about the possibility of issuing a Bureau publication for distribution to visitors and other laymen. There is attached hereto the material I have prepared with that in view. I tried to make it as non-technical as possible. If my presentation is all right, and such a booklet should be issued, I think it should be illustrated with a number of photographs.

You will note that the material takes up in order a history of the Bureau, its investigative jurisdiction, its organization, the Identification Division, crime statistics, the Technical Laboratory, the Training Schools, personnel, and accomplishments.

With reference to the section devoted to the history of the Bureau, every now and then requests for information about its history are received and I think we might well have something of this sort in some Bureau publication.

Respectfully,

Edward Scheidt.

ENCLOSURE BEHIND FILE

RECORDED 62-21440-728

JAN 29 1936

NATHAN

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

HN:CSH

September 24, 1935

| | |
|---|---|
| Mr. Nathan | |
| Mr. Tolson | |
| Mr. Baughman | |
| Chief Clerk | |
| Mr. Clegg | |
| Mr. Coffey | |
| Mr. Edwards | |
| Mr. Egan | |
| Mr. Foxworth | |
| Mr. Harbo | |
| Mr. Joseph | |
| Mr. Keith | |
| Mr. Lester | |
| Mr. Quinn | |
| Mr. Scheidt | |
| Mr. Schilder | |
| Mr. Tamm | |
| Mr. Tracy | |
| Miss Gandy | |

MEMORANDUM FOR MR. TOLSON

With regard to the attached prospective publication for distribution to visitors and other laymen in connection with the work of the Bureau, I beg to submit the following comments:

The first paragraph on page 2, reading "One of the cardinal rules laid down by Attorney General Stone was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence" should, I believe, read "One of the principal rules enunciated at this time, et cetera". The reason for the foregoing is my belief that it was not Attorney General Stone, but the Director, who initiated these rules.

In the next paragraph the word "other" should be inserted between the words "Two" and "events", at the beginning thereof, to line it up with the foregoing suggestion.

On page 8, under "Fugitive Bulletin", the pamphlet in question is referred to as "Fugitives Wanted by Police". I am of the opinion that the Executives Conference recommended another name for this bulletin.

On the same page is a paragraph entitled "Civil Service Applicants". I am of the opinion that this entire paragraph should be eliminated. My reason therefor is my belief that the less said about the Bureau's work in connection with Civil Service applicants, the more applicants we will have who possess criminal records and, therefore, the better our work will be in connection therewith. Notifying the public that we search prints of Civil Service applicants is a notification to those possessing such records not to make Civil Service applications.

On page 10, under the heading "Technical Laboratory", I believe that the words "questioned documents" on the second line thereof, should be eliminated, inasmuch as the public in general is not aware of the technical meaning of these words, and the paragraph should then read, "When the Special Agents in the field, in the course of their investigations, encounter any form of evidence requiring analysis, et cetera".

RECORDED 62-21440-72

JAN 29 1936

FBI

On page 11, in the third paragraph, I do not care for the words "check on" at the end of the third line from the bottom of the page. I believe there should be substituted therefor the word "investigate".

On page 12, under "Personnel" is the wording, "Those with legal and accounting qualifications must also have had at least two years of business experience or the equivalent". I believe this should read, "commercial or professional experience, or the equivalent".

On page 13, still under "Personnel", the last paragraph under this heading refers to a new Agent working with seasoned Agents for "several weeks". I believe this should be deleted and the words "for a considerable period" substituted therefor, inasmuch as several weeks might well be considered an extremely short period of time.

Very truly yours,

H. Nathan.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

EAT:TAM

October 7, 1935

Mr. Tolson .....
Mr. Boughman .....
Chief Clerk .....
Mr. Clegg .....
Mr. Coffey .....
Mr. Edwards .....
Mr. Egan .....
Mr. Foxworth .....
Mr. Herbo .....
Mr. Joseph .....
Mr. Kelly .....
Mr. Lester .....
Mr. Quinn .....
Mr. [illegible] .....
Mr. [illegible] .....
Mr. Tracy .....
Mr. [illegible] .....

MEMORANDUM FOR THE DIRECTOR

With reference to the attached draft of a proposed bulletin for distribution to laymen, I believe that Page 13 of the bulletin should be so rewritten as to eliminate the second paragraph thereon, which states that 29% of the Special Agents of the Federal Bureau of Investigation are either lawyers or expert accountants. I believe that a quotation of the percentage of the personnel who have had legal or accounting training would be more impressive, or recommend if these figures are not available that the 29% reference be entirely eliminated because I do not believe that this is an impressive percentage.

It is felt that Paragraph 3 of this page could be considerably augmented by listing in considerable detail the background of the various agents in the service, the present form being rather limited and not at all indicative of the wide field from which the Bureau draws its Special Agents.

Respectfully,

E. A. Tamm

Agree
AS
10-9-35

RECORDED 62-21410-72X

JAN 29 1938

[illegible]
Conference with Mr. Tolson 11-13-35
[illegible]

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

REJ:FML

November 20, 1935.

MEMORANDUM FOR MR. TOLSON

There is attached hereto a proposed new release entitled "The Story of the Federal Bureau of Investigation of the United States Department of Justice." This release has been approved by the various Division and Unit heads as to accuracy.

It is proposed to illustrate the attached publication by various official Bureau photographs.

Authority is requested to have this release printed by Mr. Renneberger's section in booklet form, and 5,000 copies of same made at the present time.

Mr. Dawsey and the writer have discussed this matter with Mr. Renneberger, and he has indicated that he could make this into a very attractive booklet.

Respectfully,

R. E. Joseph.

I suggest 10,000 copies

approval is recommended

11/20

Enclosure

RECORDED & INDEXED

62-21[illegible]-728X

JAN 29 1936

# THE WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director.

Washington, D. C.

*Published for the information of Law-Enforcement Officials and Agencies.* *August 15, 1935.*

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE

## INTRODUCTION

This publication is issued for the purpose of acquainting law enforcement officials and agencies with the work and functions of the Federal Bureau of Investigation, U. S. Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Bureau. There is being presented an outline of the investigative, fingerprint identification, technical laboratory and crime statistics functions of the Bureau, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law enforcement official or agency is not at the present time making use of the facilities of this organization, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

The administration of the Federal Bureau of Investigation is based upon the rule and policy, fundamental in the work of every Special Agent in the field, of working in the closest cooperation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

## INVESTIGATIVE FUNCTIONS

This Bureau has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau which receive the most frequent attention are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Civil Rights and Domestic Violence Statute
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Crime Statistics
Destruction of Government Property
Espionage
Extortion Cases Involving Interstate Commerce of Communications
Federal Anti-Racketeering Statute
Federal Kidnaping Acts
Federal Reserve Bank Act
Federal Eight-Hour Law
Federal Disbarment Proceedings
Frauds Against the Government
Identification Usages
Illegal Wearing of Service Uniforms
Illegal Use of Government Transportation Requests
Impersonation of Federal Officials
Interstate Transportation of Explosives Violations
Interstate Commerce Violations
Interstate Flight to Avoid Prosecution or Testifying in Certain Case
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Location of Missing Witnesses
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks and Member Banks of Federal Reserve System
Seed Loan Act
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

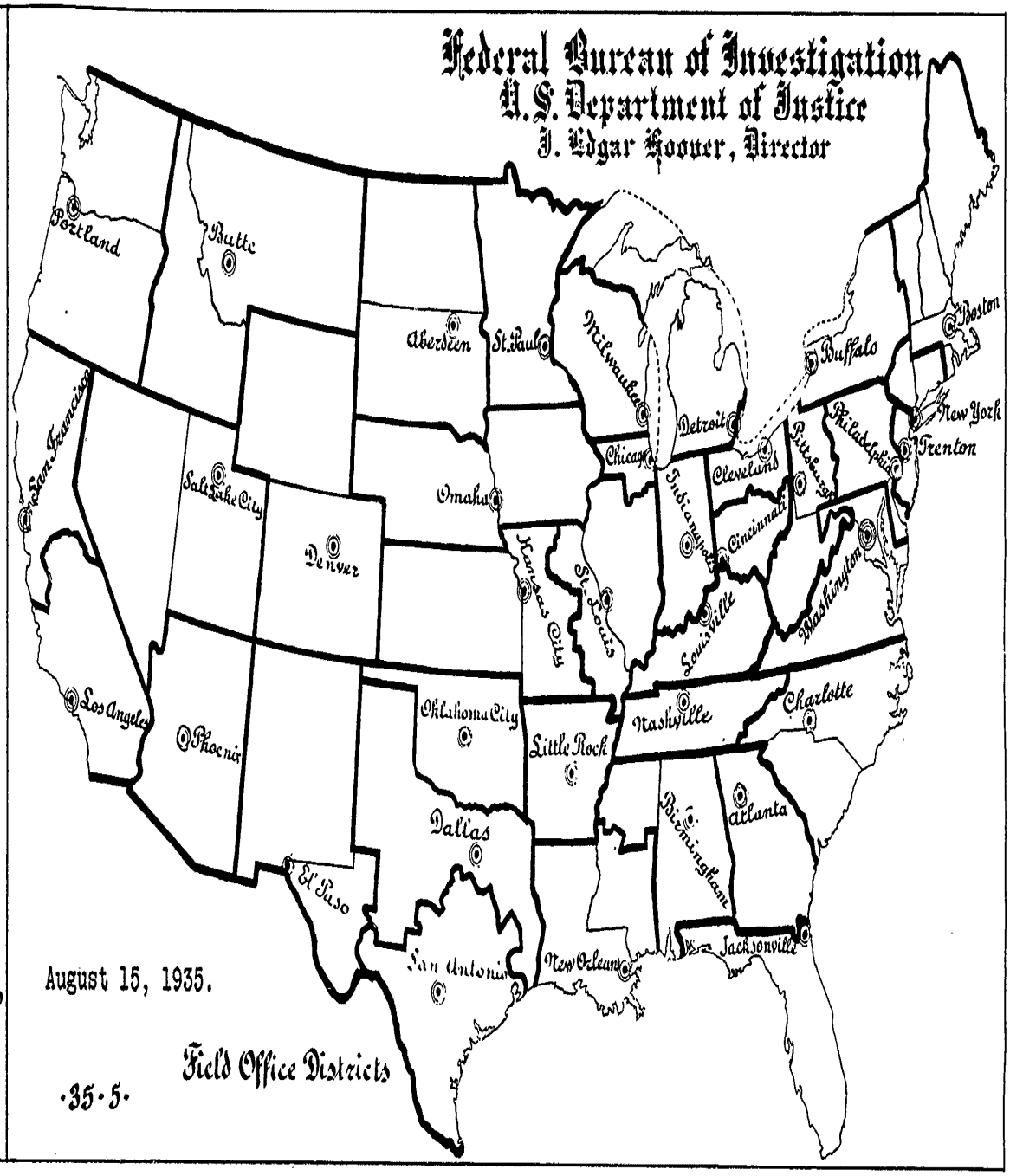
WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

The Director of the Federal Bureau of Investigation has under his jurisdiction thirty-seven field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigation of all offenses against the laws of the United States which are under the jurisdiction of this Bureau. Any information concerning a violation of a law which is investigated by this Bureau coming to the attention of a law enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Bureau should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, Federal Bureau of Investigation, U. S. Department of Justice, 224 Federal Building, Oklahoma City, Okla.

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| Aberdeen, S. D. | 610 Alonzo Ward Hotel | 4652 |
| Atlanta, Ga. | 501 Healey | Walnut 3698 |
| Birmingham, Ala. | 320 Federal | 7-1755 |
| Boston, Mass. | 1002 Post Office & Court House | Liberty 7634 |
| Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| Butte, Montana | 302 Federal | 2-4734 |
| Charlotte, N. C. | 234 Federal | 3-4127 |
| Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| Cincinnati, Ohio | 426 U. S. Custom House & P. O. | Main 6720 |
| Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| Dallas, Texas | 420 Post Office | 2-3866 |
| Denver, Colorado | 722 Midland Savings | Main 6241 |
| Detroit, Michigan | 907 Federal | Cadillac 2835 |
| El Paso, Texas | 1331 First National Bank | Main 501 |
| Indianapolis, Ind. | 506 Fletcher Trust | Riley 5416 |
| Jacksonville, Fla. | 412 U. S. Court House & P. O. | 3-2780 |
| Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| Little Rock, Ark. | 500 Rector | 6734 |
| Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| Louisville, Ky. | 769 Starks | Jackson 5139 |
| Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| New Orleans, La. | 326½ Post Office | Raymond 1965 |

Aberdeen
Atlanta
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Cleveland
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Louisville
Milwaukee
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Phoenix
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Trenton
Washington



WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION

| OFFICE | BUILDING ADDRESS | TELEPHONE NO. |
|---|---|---|
| New York, N. Y. | 370 Lexington Avenue, Room 1403 | Caledonia 5-8691 |
| Oklahoma City, Okla. | 224 Federal | 2-8186 |
| Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| Phoenix, Arizona | 318 Security | 3-4870 |
| Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| Salt Lake City, Utah | 503-A U.S. Court House & P.O. | Wasatch 3980 |
| San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| San Francisco, Calif. | 405 Post Office | Hemlock 4400 |
| St. Louis, Mo. | 801 Title Guaranty | Central 1650 |
| St. Paul, Minn. | 232 Uptown Station & Fed. Court | Garfield 7509 |
| Trenton, N. J. | 827 Broad St., National Bank | 3-0881 |
| Washington, D. C. | 5252 U. S. Dept. of Justice | National 5303 |

The Federal Bureau of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Bureau has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Bureau desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

## ANTITRUST LAWS

The Federal Bureau of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported.

## BANKRUPTCY VIOLATIONS

It is the duty of the Federal Bureau of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the Bureau will appreciate receiving any information which

you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicates possible violations.

## CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## ESCAPED FEDERAL PRISONERS AND FUGITIVES

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, there is issued what is known as an Identification Order, which is distributed to peace officers in all parts of the country. These Identification Orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an Apprehension Order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay. The cooperation of State and local officials in this regard will be appreciated.

## FEDERAL FUGITIVE ACT

An Act approved on May 18, 1934 makes it a Federal offense

for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act further makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

The Federal Bureau of Investigation has jurisdiction in cases of this kind.

## FEDERAL RACKETEERING STATUTE

An Act approved on June 18, 1934 makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

The Federal Bureau of Investigation has jurisdiction in the investigation of cases arising under this Statute.

## IMPERSONATION

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## KIDNAPING

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to vio-

late the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the Federal Bureau of Investigation and any information in the possession of law enforcement officials indicating a violation of this law should be transmitted to the nearest field office.

## LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

## NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. The Federal Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of these Acts.

## NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## NATIONAL STOLEN PROPERTY ACT

This Act approved on May 22, 1934, makes it a Federal offense

to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

The Federal Bureau of Investigation has investigative jurisdiction in these cases.

## ROBBERY OF NATIONAL BANKS AND MEMBER BANKS OF THE FEDERAL RESERVE SYSTEM

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank.

The Federal Bureau of Investigation has investigative jurisdiction in cases of this kind.

## THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

## WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to

engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this Act.

## IDENTIFICATION FUNCTIONS

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On July 31, 1935, there were 5,154,254 fingerprint records and 6,292,383 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1935, reflects gratifying progress made possible by the cooperation of law enforcement officials throughout the United States and foreign countries. On July 31, 1935, more than 3,000 fingerprint records were being received in the Identification Division daily from over 8,600 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the booklet entitled "Fingerprints", and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry System of Identification, devised by the Bureau's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Bureau places notations in the files of its Identification Division upon request of peace officers, indicating that the arrest of an individual as a fugitive is desired. Through this procedure, after classifying and searching incoming cards, over 400 persons wanted for

various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Bureau's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Bureau's research and criminological laboratory.

Fingerprint records prove of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the Federal Bureau of Investigation employs the Henry System with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A booklet has been prepared and is available entitled "Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers

further to the Bureau's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law enforcement officer who is now, or may desire to become a contributor of fingerprints to the Federal Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Bureau will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Bureau are manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

## CIVIL IDENTIFICATION FUNCTIONS

Because of the increasing interest in the use of fingerprints for non-criminal purposes, there has been established in the Identification Division of the Federal Bureau of Investigation, a Civil Identification Section. Interested individuals are invited to submit their fingerprints to be included in these files, which are maintained entirely distinct from the criminal files. Upon request from law enforcement officials the Bureau will gladly furnish special civil identification forms to be used in taking these prints. Civil identification forms are also furnished directly to individuals who desire to submit their own prints for record purposes.

It is believed that the filing of a civil identification record may frequently be a protection to the law abiding citizen. It will make possible the establishment of an identification in the event he becomes a victim of amnesia or other serious illness, or in case of death. It has frequently been found that in disaster difficulty has been encountered in identifying the bodies of victims, and it is believed that the presence of non-criminal fingerprint records may eliminate this possibility, which often results in the burying of the individual as an unidentified person. These records should also be of assistance in settling controversies over the payment of life insurance claims.

## CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the Federal Bureau of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt

need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution by the police. This Bureau provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting", which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Bureau.

In order to supplement the statistics obtained from the records described above, the Bureau periodically makes tabulations of data from the fingerprint cards currently received from law enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past five years, as indicated by the following table showing the number of cities from which returns were received, and the population area represented.

| Year | Cities | Population |
|---|---|---|
| 1930 | 1,127 | 45,929,965 |
| 1931 | 1,511 | 51,145,734 |
| 1932 | 1,578 | 53,212,230 |
| 1933 | 1,658 | 62,357,262 |
| 1934 | 1,799 | 62,757,643 |

A majority of the larger cities throughout the country send these reports regularly to the Bureau. Any law enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Bureau.

## TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary

in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this Laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

Some of the instruments used in the technical work include comparison microscopes, in which the images of two separate objects, such as bullets, are brought within a single eyepiece in juxtaposition for ready comparison; binocular microscopes of low magnification for the examination of handwriting, typewriting and other specimens in which it is an advantage to utilize the stereoscopic principle; the research microscope which provides magnification up to 2,250 times; the ultra-violet ray lamp for the examination of the fluorescent and phosphorescent appearances of objects and substances through which they may be identified; infra-red ray equipment; the spectrograph; special cameras for photographing specimens; chemical apparatus for the examination of blood stains, qualitative and quantitative analyses; delicate balances; projection arc, employing the use of parallel rays of light, and similar instruments.

At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the typewriting or the handwriting appearing thereon, as well as the existence of water-marks and any other information which may prove helpful in the investigation of the case. In addition, an important phase of the scientific work relates to an examination of bullets and exploded shells. Reproducing by moulage or other methods is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time.

The Laboratory conducts examinations in current cases which may be under investigation, but activity also extends to research work wherein established practices of police science are tested and improvements and new applications sought. Reference collections have been assembled consisting of an index of paper water-marks; blue prints of automobile tire tread designs; various types and sizes of bullets, and cartridge cases both of American and foreign manufacture; typewriting specimens; a collection of handwriting specimens of a certain type of criminal; and a fibre file consisting of both animal and vegetable fibres. These standard specimens are located in the Laboratory and are available to all law enforcement officials desiring to utilize them.

## CONCLUSION

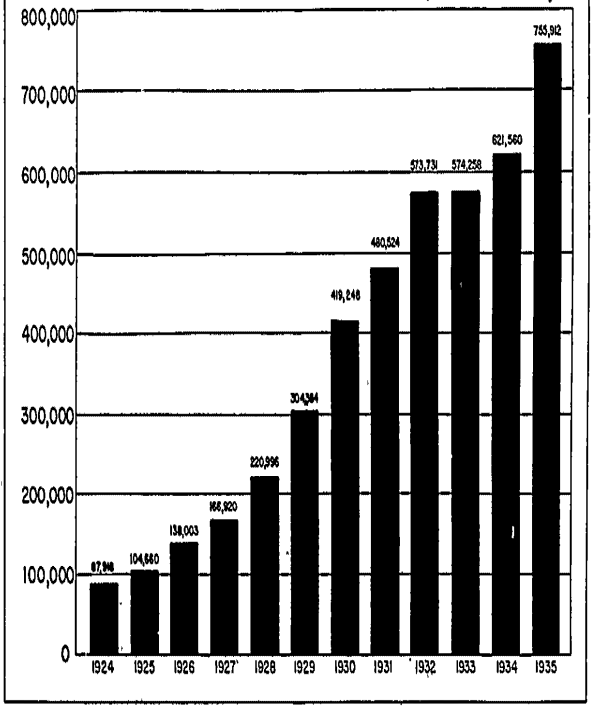
The growth and development of the functions of this Bureau

# Federal Bureau of Investigation
# U.S. Department of Justice

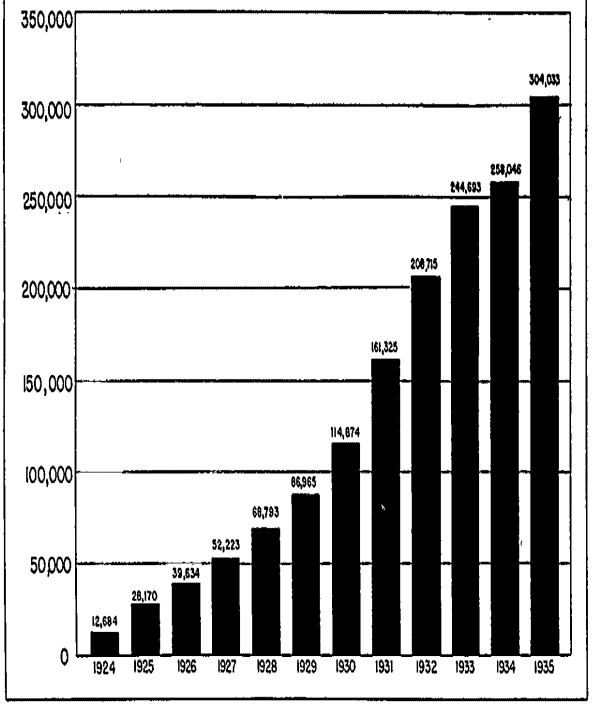
J. Edgar Hoover, Director

STATISTICAL CHART INDICATING ACCOMPLISHMENTS OF THE IDENTIFICATION DIVISION DURING THE FISCAL YEARS 1924—1935 INCLUSIVE

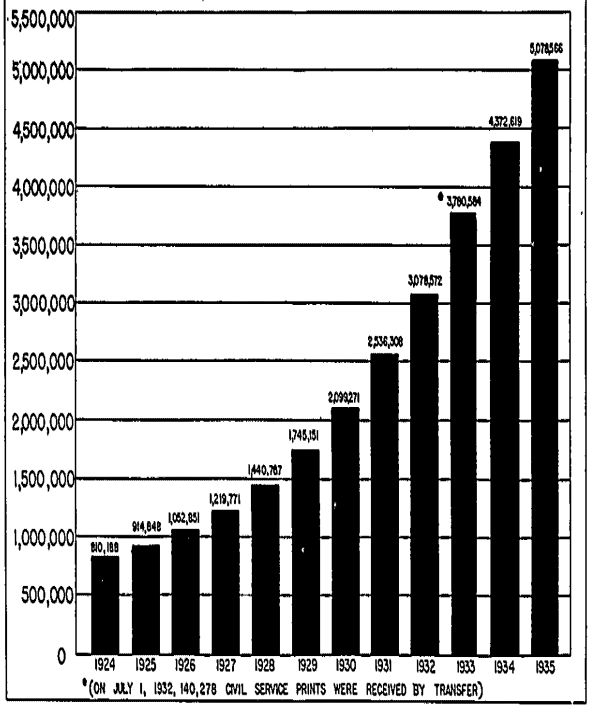
## NUMBER OF FINGERPRINTS RECEIVED (INCLUDES APPLICANTS SOME NOT RETAINED)




## NUMBER OF CRIMINAL IDENTIFICATIONS MADE




## NUMBER OF FINGERPRINTS ON FILE




*(ON JULY 1, 1932, 140,278 CIVIL SERVICE PRINTS WERE RECEIVED BY TRANSFER)

35-1

are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the Federal Bureau of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Bureau who comes into daily contact with law enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

The office of the Director is open twenty-four hours each day. Telephone Number: National 5303.

In case of a kidnaping, telephone National 7117.

August 15, 1935.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

REJ:LC

January 15, 1936.

MEMORANDUM FOR MR. TOLSON

In view of the fact that the new release entitled "The Federal Bureau of Investigation, U. S. Department of Justice" covers the same information which is contained in the release "The Federal Bureau of Investigation" dated September 30, 1935, authority is requested to discontinue the latter release "The Federal Bureau of Investigation".

Respectfully,

R. E. Joseph.

RECORDED

JAN 31 1936

62-31770-730X

FEDERAL

TOLSON
CLIN. CLERK
CLINCO
LAB.
NEWMAN
JOSEPH
FEE
HARBO
KLEIN

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

RJJ:GAJ December 18, 1935.

MEMORANDUM FOR MR. TOLSON

In view of the fact that the new release entitled "The Story of the Federal Bureau of Investigation, U. S. Department of Justice" covers the same information which is contained in the release "The Federal Bureau of Investigation" dated September 30, 1935, authority is requested to discontinue the latter release entitled "The Federal Bureau of Investigation."

Respectfully,

R. E. Joseph.

RECORDED

62-21440-730X

JAN 31

TOLSON

JOSEPH

2 Encl
Memo
1-15-36

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

September 30, 1935.

## THE FEDERAL BUREAU OF INVESTIGATION

The Federal Bureau of Investigation has the responsibility of investigating offenses against the laws of the United States and collecting evidence in cases in which the United States is or may be a party, and possesses primary investigative jurisdiction of those offenses against the laws of the United States not specifically assigned by Congressional enactment to other Governmental agencies for investigation.

This Bureau does not investigate violations of the Narcotic Laws, Smuggling, Counterfeiting, Immigration Laws, and certain other miscellaneous statutes.

Among the most generally known violations investigated by the Federal Bureau of Investigation are the following:

Bankruptcy Act; Antitrust Laws; National Bank and Federal Reserve Acts; Crimes on the High Seas and on Indian and Government Reservations; Frauds Against the Government; Impersonation; Peonage; Theft of Government Property; Bribery of Government Officers; Espionage; Escaped Federal Prisoners; Killing or Assaulting Federal Officers; Robbery of National

62-21440-730X

Banks or Member Banks of the Federal Reserve System; Crimes in connection with Federal, Penal and Correctional Institutions; Neutrality Laws; Perjury; Pardon, Parole and Probation Matters; and certain violations involving interstate or foreign transportation, including the National Motor Vehicle Theft Act, known as the Dyer Act; White Slave Traffic Act, known as the Mann Act; Kidnaping; Extortion; the National Stolen Property Act; Flight to Avoid Prosecution or Testifying in Certain Cases; Federal Anti-Racketeering Statute; and Thefts from Interstate Shipments. In addition to the above criminal statutes the Bureau is called upon to investigate a large number of civil matters including the defense of War Risk Insurance Suits.

Organization

A comprehensive organization is required to investigate such a large number of important Federal crimes throughout the United States, Hawaii, and Alaska. In order to perform its work most expeditiously and economically, the Bureau has offices in thirty-seven cities located throughout the United States. Its investigative activities are not limited by State boundary lines. A Special Agent in Charge has charge of each of its respective offices which covers a definite geographic area. As occasion requires, the number of employees assigned to each office varies with the amount of work to be performed. For instance,

if the number of cases in the territory covered by the Jacksonville, Florida, Office is comparatively few, while the number of cases covered by the New York Office is unusually large, employees may be shifted from Jacksonville to the New York Office, or from Portland to Philadelphia, or from New Orleans to San Francisco, as the occasion demands.

That is, of course, a distinct advantage, and permits thorough and prompt attention to be given every case referred to the Bureau for investigative action to the end that all pertinent evidence and facts may be collected and presented to the appropriate United States Attorney in proper form for his opinion as to prosecution.

Personnel

The Bureau gives most careful consideration to the selection and appointment of all its employees. Only duly qualified graduates of recognized law schools, who are usually members of the bar, or expert Accountants, with at least two years of practical business experience, or experienced investigators are appointed as Special Agents. Applicants for appointment to investigative positions must be between 25 and 35 years of age. Upon their appointment, Special Agents are given intensive training courses at Washington, where they are required to master all phases of their work, including practical instruction in the use of all types of firearms. Special Agents in Charge of the field offices of the Bureau are in turn selected from those employees who have proven themselves to be possessed of in-

vestigative, administrative, and executive ability of the highest order. All employees are required to render appropriate assistance to law enforcement officials at all times and to strictly observe the rights of all persons with whom they come in contact. The Bureau, as a result of the high standard maintained by its employees, is enabled to attract to its ranks individuals of integrity and ability.

## Accomplishments

Statistics at best are rather dry, but offer the most concise method of outlining the achievements of the Bureau. Convictions were secured in 94% of all cases investigated by the Bureau which were brought to trial during the fiscal year 1935.

During the same fiscal year 3,717 convictions - that is, an average of more than 10 convictions for each day in the year - were obtained in cases investigated by the Bureau.

There were imposed in these cases 3 death sentences, 8 life sentences and a total of over 10,757 years in actual, probationary, and suspended sentences. The fines imposed during the same year totaled $333,974.68.

During the same fiscal year 1030 Federal fugitives from justice were located - an average of between 2 and 3 Federal fugitives located per day. In addition, the Identification Division of the Bureau assisted various law-enforcement officials throughout the United States in identifying 4,403 fugitives during the same year. Stolen motor vehicles numbering 2,922 and valued at $1,191,141.97 were recovered in cases in which the Bureau performed investigative work for the fiscal year 1935. Since the enactment of the National Motor Vehicle Theft Act, or, to give its commonly accepted name, the Dyer Act, in October, 1919, until June 30, 1935, 39,625 stolen motor vehicles valued at $25,018,309.72 have been recovered in cases in which the Bureau performed investigative work. The total savings and recoveries effected in cases in which the Bureau performed investigations amounted to $38,481,686.17. In contrast the total cost of operating the Bureau during the same year was $4,626,518.00.

Identification Division

The Identification Division of the Federal Bureau of Investigation is maintained at Washington, D. C., and was established on July 1, 1924, to operate as a national clearing house of identification data. At the date of its inception, it began with approximately 800,000 fingerprint records which had comprised the collections of the bureau maintained at the United States Penitentiary, Leavenworth, Kansas, and of the National Bureau of Criminal Identification, Washington, D. C.,

which had been operated by the International Association of Chiefs of Police.

Since its establishment in 1924, the Identification Division of the Federal Bureau of Investigation has had a phenomenal growth. During the fiscal year of 1935 alone, it received 636,012 criminal fingerprint cards in addition to applicant and civil records.

On September 30, 1935, there were 5,304,307 fingerprint records on file, representing the largest and most complete collection of criminal fingerprint records of current value existing anywhere in the world. This Division now receives criminal identification data from 8,844 contributors in the United States and foreign countries, and receives more than 3,700 fingerprint cards each day, replying to each of these cards within 36 hours.

The subjects of over 48% of all the prints received are identified as having prior criminal records. By means of posting notices of wanted persons in this Division, the Bureau at present identifies an average of 400 fugitives each month, immediately notifying the proper officials so that these fugitives may be taken into custody. This entire service is furnished free of cost and is maintained solely for the convenience and use of regularly constituted law-enforcement officials and agencies. These data are not made available for private purposes. At the present time the Identification Division

of the Bureau exchanges fingerprint records with 68 foreign countries to help cope with the operations of international confidence men, swindlers, and gangsters.

## Civil Identification

The fingerprint collection of the Federal Bureau of Investigation, in addition to its use in criminal identification, provides a means for determining whether applicants for positions of trust under Civil Service have previous records which might disqualify them from consideration. Thus, the United States Civil Service Commission, and many state and municipal organizations, forward regularly to the Bureau the fingerprints of such applicants to be checked against its files. Since the United States Civil Service Commission began submitting fingerprints of applicants to the Bureau, the proportion of those with criminal records has dropped from one out of thirteen to one out of forty-two.

There was established in November, 1933, a Civil Identification Section wherein are filed the volunteered fingerprint records of citizens who wish their fingerprint impressions recorded at the Bureau as a precautionary measure intended to establish their identity should they suffer an attack of amnesia, become kidnap captives, or be the victims of a disaster, accident, or misfortune. Since its inception, until September 30, 1935, there were in the non-criminal file 49,653 individual records.

## " F B I Law Enforcement Bulletin"

As an aid to law-enforcement agencies in their war upon crime and criminals, the Bureau publishes the "F B I Law Enforcement Bulletin" monthly, in which are listed the names, aliases, descriptions, fingerprint classifications, and a reproduction of one finger impression of wanted fugitives, together with the names and addresses of law-enforcement officials and agencies to be notified when the fugitives are located. These bulletins are distributed each month by the Bureau to the 8,844 law-enforcement officials and agencies who forward fingerprints for the Bureau's files.

## Crime Statistics

By Act of Congress, approved June 11, 1930, the Federal Bureau of Investigation was authorized to collect and compile criminal statistics. During 1934, reports were received from 1,799 police departments throughout the United States, representing a population area of 62,757,643 persons. In addition, statistics dealing with age, race, sex and previous history are compiled from fingerprint cards sent to the Bureau's Identification Division. A bulletin containing a digest of figures on crime statistics throughout the entire country is issued quarterly by the Bureau.

## Single Fingerprint Files

As an adjunct to its main fingerprint files, wherein impressions are classified through the use of all fingers considered as a

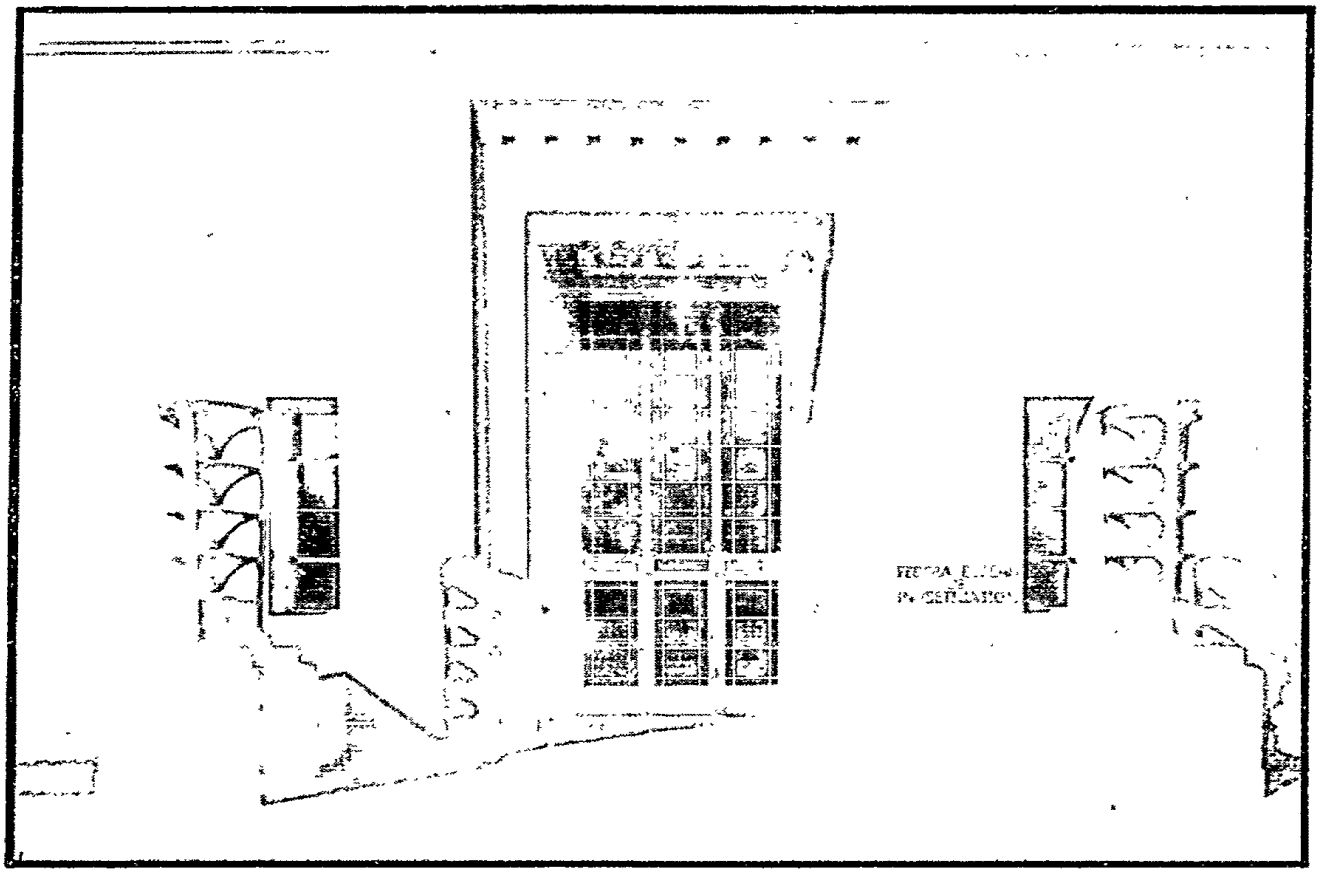
unit, the Bureau conducts a single fingerprint file wherein individual impressions of known gangsters, bank robbers, kidnapers, and extortionists are classified and filed separately, to be susceptible of ready comparison with latent prints found at the scenes of crimes. In this manner the fingerprints of over 11,910 of such criminals have been so segregated in this special file. A detailed description of each of these criminals is also maintained, cross indexed on cards operated by a sorting-machine system. Individual photographs further supplement this valuable adjunct to the Identification Division.

Research Division

The Bureau also maintains at Washington a Technical Laboratory for the study of questioned documents involving analyses of handwriting, typewriting, erasures, paper texture, et cetera, as well as matters arising within the sciences of ballistics, microphotography, and forensic chemistry. To this laboratory is forwarded evidence found during investigations, which requires examination by experts, and through their reports many new leads are furnished the investigating agents in the field. When necessary the scientific findings of the experts are presented to the courts at which time detailed charts and enlarged photographs are prepared substantiating the conclusion reached.

Collections of standard specimens of typewriting from various models of machines; blue prints of the designs of tire treads; and sample bullets, shells and other ammunition of the different manufacturers, are filed in the laboratory for ready reference purposes, enabling quick identification of specimens submitted during the course of investigations.

# THE FEDERAL BUREAU OF INVESTIGATION



**UNITED STATES DEPARTMENT OF JUSTICE**

62-21440-730X

# THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE


FEDERAL BUREAU OF INVESTIGATION
DEPARTMENT OF JUSTICE
QUI PRO DOMINA JUSTITIA SEQUITUR
FIDELITY BRAVERY INTEGRITY



JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE.

# THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

## History

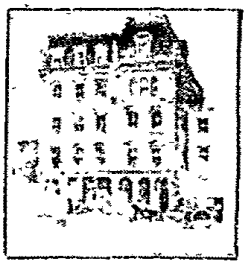
The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws and placed them under the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau,

# Principal Offices of the Department of Justice

CREATED BY CONGRESS, ON JUNE 22, 1870, THE DEPARTMENT OF JUSTICE BECAME IN REALITY AN EXECUTIVE BRANCH OF THE GOVERNMENT. PREVIOUSLY THIS BRANCH HAD LED A SOMEWHAT NOMADIC EXISTENCE, BEING QUARTERED FROM TIME TO TIME IN VARIOUS PARTS OF OTHER FEDERAL BUILDINGS

IN 1871, A TEN YEAR LEASE WAS TAKEN ON THREE FLOORS OF THE OLD FREEDMEN'S BANK BUILDING, LOCATED AT THE INTERSECTION OF PENNSYLVANIA AVENUE AND FIFTEENTH STREET. THE RIGGS BANK BUILDING PRESENTLY OCCUPIES THIS SITE. IN 1882, CONGRESS AUTHORIZED THE PURCHASE OF THE FREEDMEN'S BANK BUILDING; GIVING TO THE DEPARTMENT OF JUSTICE ITS FIRST REAL HOME. THEN, IN 1893, CONGRESS APPROPRIATED $1,000,000 FOR THE ERECTION OF A DEPARTMENT OF JUSTICE BUILDING, THE BANK BUILDING WAS VACATED THIS FUND WAS RESCINDED WHEN NO SUITABLE SITE FOR THE NEW BUILDING COULD BE BOUGHT.



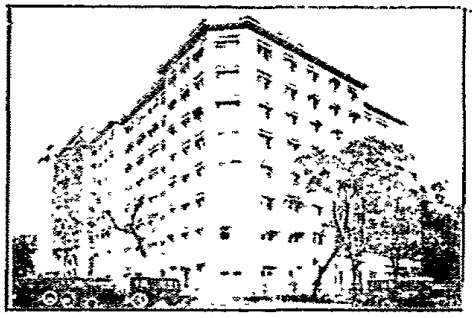
PRIOR TO 1899

FROM 1899 UNTIL 1917 THE ATTORNEY GENERAL AND HIS STAFF OCCUPIED THE BUILDING LOCATED ON K STREET BETWEEN VERMONT AVENUE AND FIFTEENTH STREET. THE OTHER UNITS OF THE DEPARTMENT WERE DISTRIBUTED IN VARIOUS PARTS OF THE CITY TO RELIEVE THIS INTOLERABLE SITUATION LEASE WAS TAKEN TO THE BUILDING AT THE NORTHEAST CORNER OF VERMONT AVENUE AND K STREET THE DEPARTMENT WAS DESTINED TO OUTGROW THIS BUILDING.

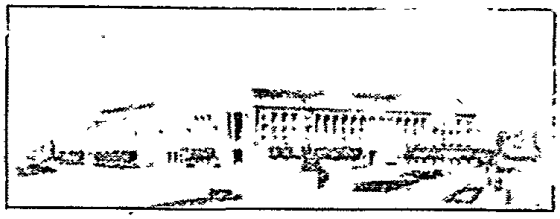
ON OCTOBER 25, 1934, THE PRESENT MAGNIFICENT DEPARTMENT OF JUSTICE BUILDING WAS DEDICATED IT WAS BUILT IN THE SPIRIT OF THOSE LOFTY IDEALISTS WHO FOUNDED THE TWELFTH CENTURY LAW SCHOOL AT BOLOGNA, WHO VISUALIZED JUSTICE AS, "CLOTHED WITH DIGNITY, UNEFFABLY SHINING WITH REASON AND EQUITY, AND SUPPORTED BY RELIGION, LOYALTY, CHARITY, RETRIBUTION, REVERENCE AND TRUTH."



1899 TO 1917



1917 TO 1934



NEW DEPARTMENT OF JUSTICE BUILDING

and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of cases.

In 1924, while the Honorable Harlan F. Stone, now a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction. This consolidation brought to Washing-

ton, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued, and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

With the passage of the Federal Kidnaping Statute or "Lindbergh Law" by Congress in 1932, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities.

## Investigative Jurisdiction

### General

It is the duty of the Federal Bureau of Investigation to investigate offenses against the laws of the United States and to collect evidence in cases in which the United States is or may be a party in interest, and performing other

duties imposed upon it by law. Its jurisdiction covers all violations of Federal laws except those pertaining to Narcotics, Smuggling, Counterfeiting, Immigration, and certain other miscellaneous statutes.

Specific Violations

The types of matters investigated by the Federal Bureau of Investigation are very numerous. Some of the statutes which have been enforced by it for a number of years are:

Antitrust laws

Bankruptcy frauds

Crimes on the High Seas

Crimes on Government Reservations

Theft of Government property

Frauds against the Government

Impersonation of Federal officials

Larceny from interstate shipments

Location of escaped Federal prisoners

National Bank Act

National Motor Vehicle Theft Act

White Slave Traffic Act

Recent Statutes

During the many years that the Federal Bureau of Investigation was pursuing the investigation of these violations, the public generally knew little of its achievements. But meanwhile, observers of criminal trends had come to recognize that organized crime had taken on an interstate character. Dangerous law-breakers could perpetrate a violent crime in one state, and flee to comparative safety in another state because pursuit by local and state officers was halted at their state borders.

The wave of kidnaping in 1932 and 1933 precipitated action on the part of Congress to combat the increase in interstate crime. A series of statutes were passed, and the investigation of violations of these statutes was entrusted to the Federal Bureau of Investigation. Included in this legislation were:

The Federal Bank Robbery Statute, penalizing robberies of National Banks, member banks of the Federal Reserve System, and of those banks holding insurance in the Federal Deposit Insurance Corporation.

The Federal Fugitive Act, making it a Federal offense to flee across state boundaries to avoid prosecution or to avoid testifying in certain criminal cases.



TRACER BULLETS BEING FIRED FROM MACHINE GUNS BY SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION ON THE RANGE IN THE BASEMENT OF THE NEW DEPARTMENT OF JUSTICE BUILDING.

The Federal Racketeering Statute.

The National Stolen Property Act.

The Statute penalizing the transmission in interstate commerce of extortion threats.

The Statute directed against killing, assaulting or resisting a Federal officer in the performance of his duties.

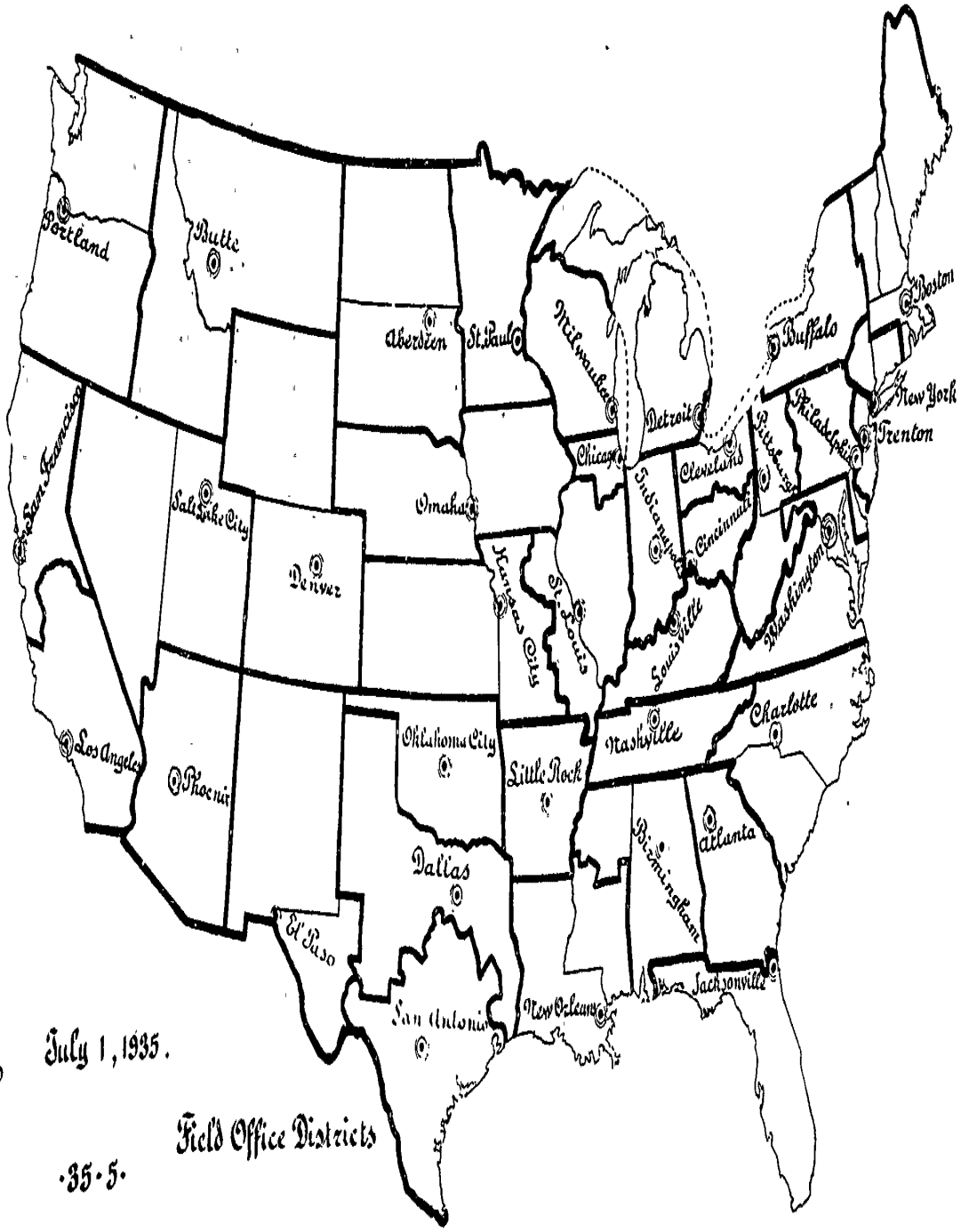
## Organization

### Field Offices

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, the Bureau has field offices in thirty-seven strategically located cities throughout the United States.

Each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field office covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate office, and also to the Washington headquarters of the Bureau.

Aberdeen
Atlanta
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Cleveland
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Louisville
Milwaukee
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Phoenix
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Trenton
Washington




July 1, 1935.

Field Office Districts

·35·5·

Copies of every report a field office makes are submitted to Washington, where it is possible to make a consolidation of the data collected on each case, which permits the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies require.

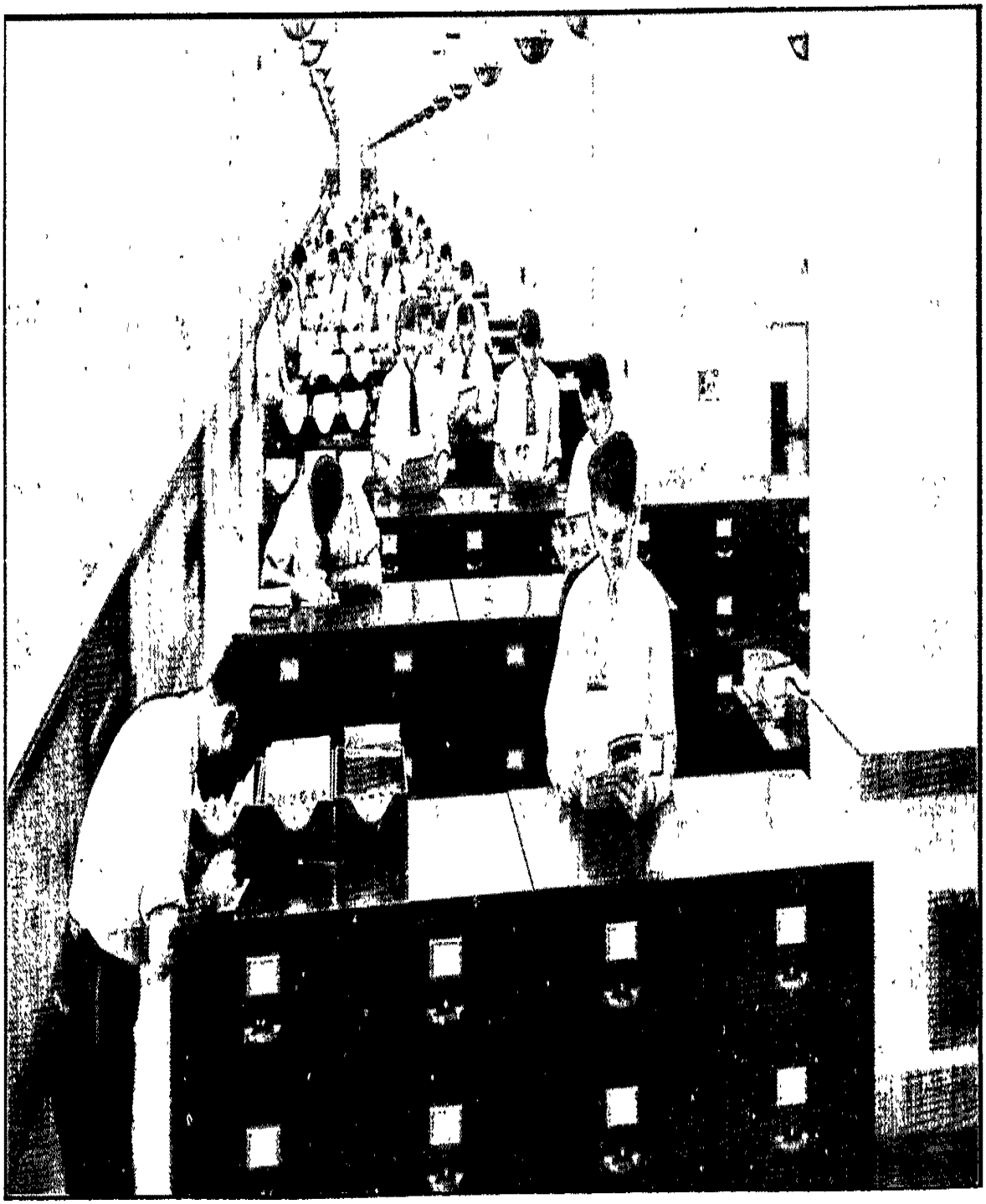
### Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Identification Division

### Fingerprint Records

The Identification Division, which was established in 1924 with a nucleus of 810,188 fingerprint records, now contains a collection of over 5,500,000 fingerprints -- the



A PORTION OF THE FINGERPRINT FILES SECTION OF THE IDENTIFICATION DIVISION, FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE, WHERE THE FINGER IMPRESSIONS OF CRIMINALS ARE CLASSIFIED AND COMPARED.

largest collection of criminal records of current value in the world. Every day an average of 3,700 additional fingerprint cards are received from contributors all over the world. At present, over 9,000 law enforcement agencies submit fingerprints to the Bureau for information as to whether previous criminal records are on file. Seventy foreign countries exchange fingerprints with the Bureau in combatting the international activities of confidence men, swindlers and gangsters.

Within thirty-six hours after the receipt of a fingerprint card, the Bureau replies to the contributor, either submitting the details of the individual's previous record, or the information that no such record is on file. Approximately half of the fingerprint cards received at the Bureau are of persons having a previous criminal record on file in the Identification Division.

Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested else-

where on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact.

The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication called "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

Civil Identification

The latest feature of the Identification Division is its Civil Identification Section, in which are filed the fingerprints of law abiding citizens. The fingerprints of

many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

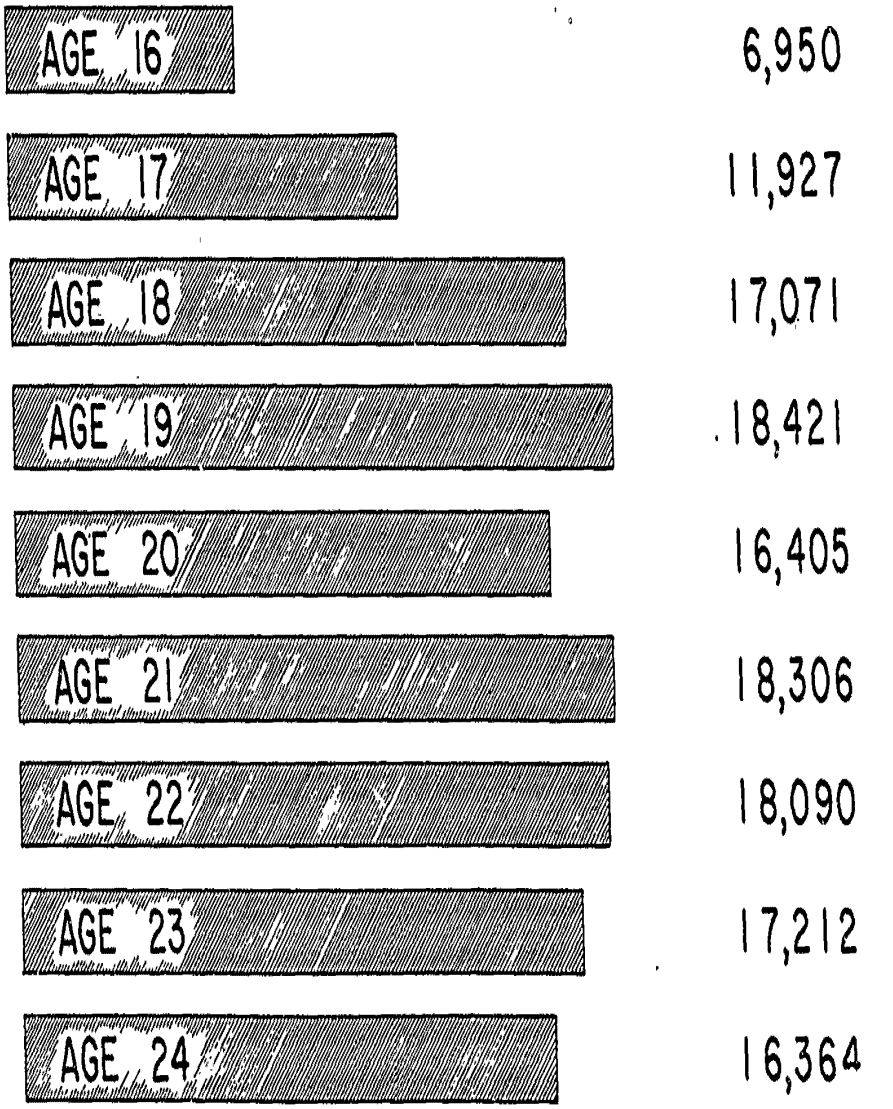
When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record there in the civil identification files which are kept entirely separate from those in the criminal file.

## Crime Statistics

More than 1,900 police departments throughout the United States, representing a population area of over 63,000,000 make monthly and annual reports to the Bureau of

## NUMBER OF PERSONS ARRESTED AGES 16 TO 24

DATA COMPILED FROM FINGERPRINT CARDS: JANUARY 1, - DECEMBER 31, 1935



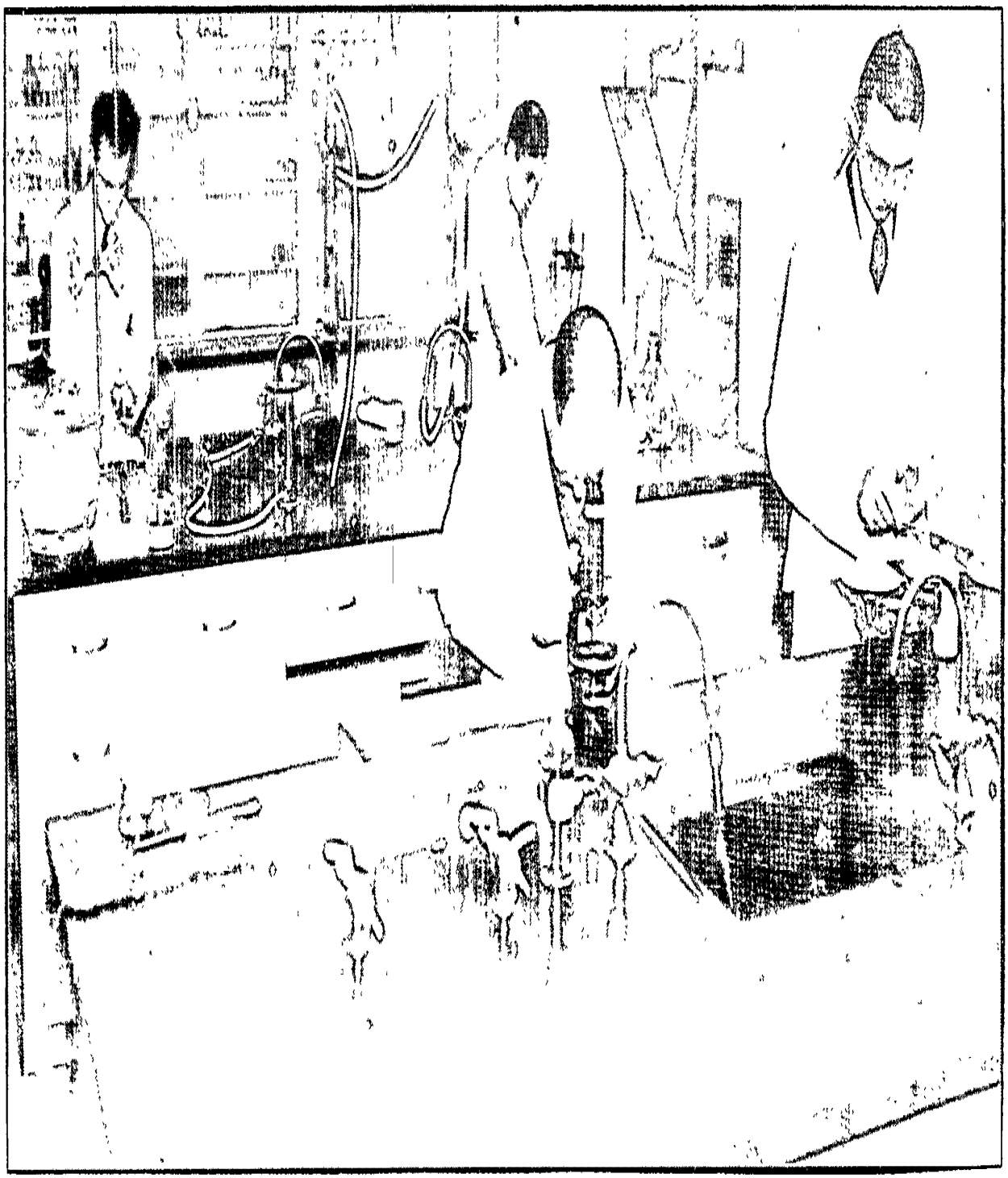

Uniform Crime Reports

offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

## Technical Laboratory

When the Special Agents in the field, in the course of their investigations, encounter any form of evidence requiring analysis, they forward the specimens to the Bureau's Technical Laboratory at Washington. Here experts examine the specimens and in many cases furnish scientific information which is often of assistance in the solution of the case. Testimony of such experts is also used as evidence in court.

Some of the instruments used by these experts to arrive at their findings include comparison microscopes, microscopes for examining handwriting, the ultra-violet ray lamp for the identification of invisible writing found in secret documents, infra-red ray equipment, special cameras



TECHNICIANS MAKING EXAMINATIONS OF CRIME EVIDENCE IN THE TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE.

for photographing specimens, chemical apparatus for the examination of blood stains, qualitative and quantitative analyses, powders, chemicals, special lighting effects for studying material such as paper and similar equipment.

Using these instruments the laboratory technicians examine bullets and exploded shells, paper and water marks, make casts of objects of evidence such as death masks, foot prints and tire marks for use in trials, conduct micro-analyses of hair and textile fibres and chemical analyses of stains.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

## Training Schools

A regular faculty of full-time instructors and nearly thirty specialists lecture on various phases of criminal detection and apprehension and kindred crime subjects to newly appointed Special Agents during their fourteen weeks of rigorous training. The instructors include men who taught at colleges and high schools, Phi Beta Kappa men and a Rhodes scholar. Veteran agents are recalled periodically to the training school where they are given a month of retraining.

The training school curriculum includes studies in the technique of investigation, violations of Federal law, rules of evidence, scientific crime detection, fingerprint identification, and practice in the use of the pistol, the Army rifle, the automatic shotgun, the machine gun and the tear-gas riot gun.

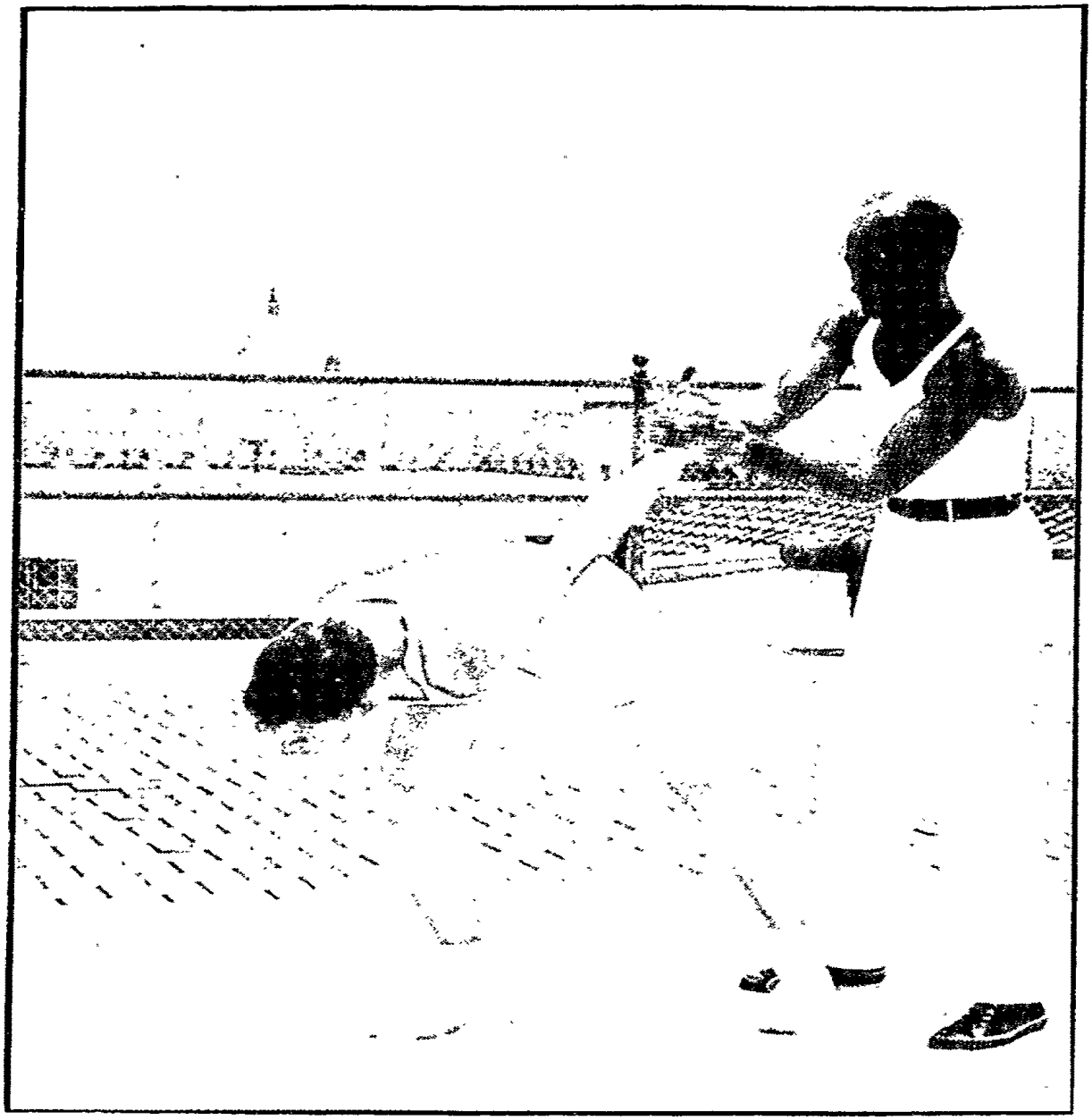
In July, 1935, the Police Training School of the Federal Bureau of Investigation was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers. The course pursued by these officers is of three months'



SPECIAL AGENTS UNDERGOING RETRAINING AT THE FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE.



SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE, PRACTICING WITH THE AUTOMATIC RIFLE.



PHYSICAL INSTRUCTOR, FEDERAL BUREAU OF INVESTIGATION, APPLYING JIU-JITSU HOLD.

duration.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

More than 83 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by 452 of the Bureau's 622 Special Agents. A number of Special Agents speak fluently at least one of 25 foreign languages.

Some of the vocations and avocations of Special

Agents prior to entering the FBI were as follows:

Business

Advertising
Amusements
Bus
Economist
Garage
Grocery
Haberdashery
Hardware
Hotel
Ice
Insurance
Jewelry
Leather
Meat
Merchandise
Mortgage
Personnel
Photography
Piano
Public Utilities
Publishing
Purchasing Agent
Radio
Real Estate
Restaurant
Salesman
Secretary
Shoes
Stenographer
Taxes
Theatre
Typist
Warehouse

Industry

Automobile
Copper
Cotton
Factories
Foundries
Iron
Logging
Lumber
Manufacturing
Milling
Motion Picture
Oil
Railroad
Steel
Sugar
Textile
Tobacco

Trades

Baker
Blacksmith
Boiler Maker
Carpenter
Chauffeur
Commissaries
Construction
Cook
Diver
Draftsman
Electrician
Foreman
Fur
Heating
Laborer
Machinist
Mechanic
Painter
Photostat Operator
Plate Cutter
Plumbing
Printer
Stevedore
Steward
Storekeeper
Telegraphy
Telephone
Teletype
Timekeeper
Trapping
Truck Driver
Waiter
Welding
Woodcraft

Sciences

| | | |
|---|---|---|
| Archeology | Geology | Psychology |
| Astronomy | Hypnotism | Ballistics |
| Chemistry | Microscopist | Fingerprinting |
| Drugs | Ornithology | Identification Work |
| | | Technical Research Work |

Sports

| | | |
|---|---|---|
| Auto Racing | Football | Skating |
| Baseball | Golf | Skiing |
| Basketball | Handball | Squash |
| Billiards | Hockey | Swimming |
| Bowling | Horseman | Tennis |
| Boxing | Lacrosse | Track |
| Crew | Polo | Trap Shooting |
| Fencing | Soccer | Wrestling |

After thorough instruction in the Bureau's training school the new agent works with seasoned agents for a considerable period and receives trial assignments. Gradually his assignments are increased in volume and importance until eventually he is qualified to investigate every type of violation which Special Agents are required to probe.

## Accomplishments

During the fiscal year 1935, the cost of operating the Federal Bureau of Investigation was $4,626,518.00, while the savings and recoveries effected in cases in which the Bureau performed investigation amounted to $38,481,686.17.

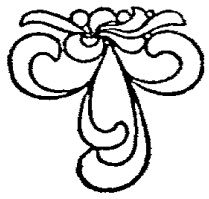
Some of its other accomplishments during the same period were:

Ninety-four per cent of the cases investigated, which were brought to trial, resulted in convictions.

Sentences imposed included three death sentences, eight life sentences, and totaled over 10,757 years.

1030 Federal fugitives from justice were located.

Through the Identification Division, various law enforcement officials were assisted in locating 4,403 fugitives.



IN MEMORY OF
SPECIAL AGENTS
OF THE
FEDERAL BUREAU
OF INVESTIGATION
WHO HAVE LOST THEIR LIVES
IN LINE OF DUTY

| | |
|---|---|
| EDWIN C. SHANAHAN | OCT. 11, 1925 |
| PAUL E. REYNOLDS | AUG. 9, 1929 |
| ALBERT L. INGLE | NOV. 24, 1931 |
| RAYMOND J. CAFFREY | JUNE 17, 1933 |
| RUPERT V. SURRATT | OCT. 8, 1933 |
| W. CARTER BAUM | APRIL 22, 1934 |
| HERMAN E. HOLLIS | NOV. 27, 1934 |
| SAMUEL P. COWLEY | NOV. 28, 1934 |
| NELSON B. KLEIN | AUG. 16, 1935 |

BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

HN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

REJ:JJM

January 23, 1936.

MEMORANDUM FOR MR. TOLSON

The writer recommends that the new booklet "The Federal Bureau of Investigation, U. S. Department of Justice," be used exclusively in furnishing visitors who make tours of the FBI with literature concerning the Bureau.

The writer has discussed this matter with Mr. Dawsey who conducts these tours and Mr. Dawsey is of the opinion this would not only be more appropriate but would save the clerical work and extra cost of assembling and placing releases in the souvenir envelopes.

Respectfully,

R. E. Joseph.

I agree 1/23

RECORDED 62-21[illegible]-732

JAN 29 1936

TOLSON JOSEPH IDENT LAB TAMM EXTRACT MISC GRANDY

RECORDED & INDEXED
CT:MAM:DAL

January 29, 1936

62-21440-765

Mr. Frank Waldrop,
The Washington Herald,
1517 H Street, N. W.,
Washington, D. C.

Dear Frank:

I am taking the liberty of transmitting to you herewith a copy of a memorandum dated January 29, 1936, which gives certain detailed information relative to the work performed by this organization during the last fiscal year. I thought you might like to have this information.

I am also enclosing a copy of a booklet concerning the Bureau, which has just been printed for distribution to citizens who are interested in learning something of the various phases of our work.

With kind personal regards, I am

Sincerely yours,

J. Edgar Hoover

Enclosures

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clerk
Mr. Glavin
Mr. Gurnea
Mr. Harbo
Mr. Joseph
Miss Gandy

COMMUNICATIONS SECTION
MAILED
JAN 30 1936
P. M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECORDED & INDEXED CT:MAM:DAL

January 29, 1936

62-2 1440 - 765

Honorable Bainbridge Colby,
36 West 44th Street,
New York City.

Dear Mr. Colby:

I am taking the liberty of transmitting to you herewith a copy of a memorandum dated January 29, 1936, which gives certain detailed information relative to the work performed by this organization during the last fiscal year. I thought you might like to have this information.

I am also enclosing a copy of a booklet concerning the Bureau, which has just been printed for distribution to citizens who are interested in learning something of the various phases of our work.

With kind personal regards, I am

Sincerely yours,

J. Edgar Hoover

Enclosures

Mr. Nathan .....
Mr. Tolson .....
Mr. Baughman .....
Chief Clerk .....
Mr. Clegg .....
Mr. Coffey .....
Mr. Edwards .....
Mr. Egan .....
Mr. Foxworth .....
Mr. Harbo .....
Mr. Lynch .....
Mr. Nichols .....
Mr. Lester .....
Mr. Quinn .....
Mr. Schilder .....
Mr. Tamm .....
Mr. Tracy .....
Miss Gandy .....
.....
.....

COMMUNICATIONS SECTION
MAILED
JAN [illegible] 1936
P.M.
FEDERAL BUREAU OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE

CT:MAM:DAL January 29, 1936

RECORDED & INDEXED 62-21440-765

Mr. John Lambert,
Universal News Service,
603 Times-Herald Building,
1317 H Street, N. W.,
Washington, D. C.

Dear Mr. Lambert:

I am taking the liberty of transmitting to you herewith a copy of a memorandum dated January 29, 1936, which gives certain detailed information relative to the work performed by this organization during the last fiscal year. I thought you might like to have this information.

I am also enclosing a copy of a booklet concerning the Bureau, which has just been printed for distribution to citizens who are interested in learning something of the various phases of our work.

With kind personal regards, I am

Sincerely yours,

Enclosures

Mr. Nathan .....
Mr. Tolson .....
[illegible] .....
[illegible] .....
[illegible]

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

LBN:DAL

January 25, 1936.

MEMORANDUM FOR MR. TOLSON.

I am transmitting herewith copies of "Work of the Federal Bureau of Investigation During the Past Year," which you have requested in order that you might supply copies to Mr. Bainbridge Colby and Mr. John Lambert.

This article is identical with the article by Mr. Nathan dated December 9, 1935, which was given to the Chicago Daily News and an article dated December 30, 1935, which was furnished the National Republic Magazine, with the following exceptions:

Page 2, paragraph 3, line 5 of Mr. Nathan's article dated December 9, 1935, dealing with the purpose of the single fingerprint file was omitted as it is believed this subject is sufficiently covered elsewhere in the article.

FEB 3- 1936 RECORDED

62-[illegible]-765

Page 4, paragraph 3 was rewritten; however, the same subject matter appears therein.

Page 7, paragraph 3 dealing with the creation of the single fingerprint file and assembly of the Modus Operandi file was omitted as it is believed that the subject is already covered.

In addition to the above changes, the figures quoted herein reflect January 1, 1936, statistics; the words "National Police Training School under the jurisdiction of the Federal Bureau of Investigation" were changed to "Police Training School of the Federal Bureau of Investigation, U. S. Department of Justice." In addition, on page 2 of Mr. Nathan's article the report of the laboratory was changed to include all examinations performed by the laboratory.

Respectfully,

R. E. Joseph.

2 Enclosure #809300.

January 29, 1936.

WORK OF
FEDERAL BUREAU OF INVESTIGATION
DURING THE PAST FISCAL YEAR
(Covering the period from July 1, 1934, through June 30, 1935)

Summarized statistics covering the work of the Federal Bureau of Investigation are prepared to cover fiscal year periods. The following figures, therefore, are applicable to the fiscal year 1935 unless later figures are specifically set forth.

The work of the Federal Bureau of Investigation during the fiscal year 1935 (July 1, 1934, through June 30, 1935) was greatly enlarged due to the approval by the President during May and June, 1934, of a series of Federal statutes affording jurisdiction to the Federal Bureau of Investigation in types of cases which had not prior thereto been covered by Federal legislation. The more prominent of these Federal laws include those relating to the interstate transportation of stolen property, the robbery of banks organized or operating under the laws of the United States, or holding membership in the Federal Reserve System, interstate flight to avoid prosecution or giving testimony in certain cases, the extension of the Federal Kidnaping and Extortion Statutes to include a greater variety of specific offenses, and the killing or assaulting of Federal officers. The statute placing under the investigative jurisdiction of the Federal Bureau of Investigation the robbery of banks operating under the Federal Reserve System has been recently amended to include all banks holding insurance issued by the Federal Deposit Insurance

62 - 21440-765

Corporation, which materially extends the scope of the Bureau's work.

During the fiscal year ending June 30, 1935, the training course of the Federal Bureau of Investigation for newly appointed Agents was increased from eight to twelve weeks of instruction. This course of training affords theoretical and practical instruction under experienced instructors and investigators. The retraining of experienced Agents of the Federal Bureau of Investigation was initiated during this fiscal year. This affords experienced investigators the latest approved instruction upon developments in scientific investigative methods, firearms training, improved policies, and the like.

There was initiated during this period the first Police Training School of the Federal Bureau of Investigation. In this school selected, qualified law enforcement officials from police and law enforcement agencies in all parts of the country are given instruction in scientific and practical law enforcement methods. The first training school commenced its course of instruction on July 29, 1935, and graduation exercises were held on October 19, 1935. The entire staff of instructors and lecturers of this school and, in addition, forty-one outstanding criminologists and police officials selected from higher institutions of learning and from police departments and other law enforcement agencies assist in this course of instruction.

The Technical Laboratory of the Federal Bureau of Investigation was formed in the fall of 1932. Since that date, until the end of the fiscal year 1935, there has been made a total of 3,300 examinations. Of this total, 2,337 examinations were made during the fiscal year ending June 30, 1935. The following tabulation is indicative of the type of

scientific examinations made in connection with criminal cases during the fiscal year 1935:

| | |
|---|---|
| Examinations of Questioned Documents | 2,028 |
| Microscopic Examinations | 57 |
| Chemical Analyses | 60 |
| Examinations of Firearms Evidence | 165 |
| Examinations of Coded Messages | 23 |
| Miscellaneous Examinations | 4 |
| Total Number of examinations | 2,337 |

In February, 1933, there was initiated the assembly of a single fingerprint file by the Federal Bureau of Investigation. Since that date a total of 2,846 examinations has been made, up to the end of the fiscal year 1935. Of this number 1,876 examinations were made during the fiscal year ending June 30, 1935. As of June 30, 1935, there had been entered in the single fingerprint file approximately 114,240 fingerprints, representing the criminal histories of 11,424 criminals. In addition thereto, there has been initiated and maintained a general appearance file, consisting of photographs and detailed descriptive data of the 11,424 criminals entered in the single fingerprint file. There is also maintained for the same general purpose a modus operandi file upon bank robbers. This affords detailed information on methods of commission of bank robberies, in order that the identities of the perpetrators may be established by a comparison of similar methods of operation. As of June 30, 1935, a total of 538 bank robbery cases had been analyzed and cross-indexed in this file, according to the outstanding characteristics of the methods of operation of each.

The growth of the Identification Division of the Federal Bureau of Investigation is shown by the following tabulation, indicative of

the work performed during the fiscal year ending June 30, 1935:

| | Fiscal Year 1935 | Fiscal Year 1934 |
|---|---|---|
| Fingerprints received: | | |
| Criminal | 636,012 | 558,241 |
| Civil Identification | 19,082 | |
| Miscellaneous (including dead, non-criminal Civil Service, et cetera) | 100,818 | 63,319 |
| Fingerprints classified | 755,883 | 617,227 |
| Fingerprints searched | 746,487 | 625,518 |
| Fingerprints answered | 743,992 | 609,686 |
| Criminal identifications made | 304,033 | 258,046 |
| Index cards searched | 726,434 | 617,678 |
| Index cards made | 716,745 | 600,754 |
| Total number of fingerprints on file | 5,078,566 | 4,372,619 |
| Total number of index cards on file | 6,216,697 | 5,501,084 |
| Total number of contributors | 8,479 | 6,774 |

Identifications were made in 47.8 per cent of the criminal fingerprints received during the fiscal year 1935. There were effected 304,033 criminal identifications during the year, of which number 4,403 were fugitives from justice who were identified through fingerprints. During 1934 the number of fugitives identified through this means was 4,356. Civil Service fingerprint records of applicants for appointment to the Federal Service numbering 47,472 were received during the year. The fingerprints of such applicants are searched against the Bureau's files and the Civil Service Commission is advised of any police record of the applicant.

The installation of a mechanical device for searching the fingerprints in the large groups which are difficult to search by hand has expedited the transmission of criminal identification data to police agencies. The technical details incidental to adapting this device to the Identification Division's needs were perfected by Bureau experts. The continuous demand for rapidity in effecting identifications has necessitated that the

Division function day and night.

Later statistics reflect that on December 31, 1935, the total number of fingerprints on file in the Identification Division was 5,537,561, the average number received daily being 3,700, the total number of contributors being 9,085, and the percentage of identifications made on criminal prints received in December was 53.7 per cent.

A Civil Identification Section has been established where the fingerprints of citizens are filed for personal and precautionary reasons. On June 30, 1935, the fingerprints of 19,082 citizens had been received by the FBI for inclusion in the Civil Identification Section. Indicative of the interest in civil identification is the fact that the fingerprints of 72,117 individuals were on file December 31, 1935.

Continued and effective progress was made during the past year in the international exchange of fingerprints with foreign countries. The officials of 70 of the identification bureaus of the principal nations, territories and possessions are presently cooperating with the Identification Division of the Federal Bureau of Investigation in this endeavor. Criminal identifying data are received at the Identification Division of the Bureau from the following countries:

Alaska; Algeria; Argentina; Australia; New South Wales; Austria; Bahamas; Barbados; Belgium; Bermuda; Brazil; Bulgaria; Burma; Canada; Canal Zone; Ceylon; Chile; China; Colombia; Cuba; Czechoslovakia; Free City of Danzig; Denmark; Dutch East Indies; Egypt; England; Estonia; Federated Malay States; Finland; France; Germany; Gold Coast Colony, Accra; Greece; Haiti; Hawaii; Holland; Hungary; India; Iran; Iraq; Ireland; Italy; Jamaica; Japan; Kenya;

Latvia; Lithuania; Mexico; New Zealand; Norway; Nyasaland; Palestine; Panama; Paraguay; Peru; Philippine Islands; Poland; Portugal; Pretoria, British South Africa; Puerto Rico; Roumania; Scotland; Sierra Leone, Africa; Southern Rhodesia, Africa; Spain; Sweden; Switzerland; Turkey; Uruguay; Virgin Islands; Yugoslavia.

Since its inception in July, 1930, the compilation of national police statistics by the Federal Bureau of Investigation has shown continual growth. The system adopted in accordance with the plan devised by the International Association of Chiefs of Police encompasses each year a wider crime reporting area. For the calendar year 1934 these statistics covered 1,799 cities, with a population of 62,757,643. At the end of December, 1935, these statistics covered 2,115 cities and villages, with a population of 64,394,516. In addition to the presentation of crime data for the entire country, information is presented in detail for individual states and cities of more than 100,000 inhabitants. The data included in reports received from police departments and the information compiled from fingerprint cards are published in summary form in the quarterly bulletin entitled "Uniform Crime Reports," which is distributed to law enforcement officials and others.

During the period beginning with the Presidential approval of the Federal Kidnap Law on June 22, 1932, until the end of the fiscal year, June 30, 1935, the Federal Bureau of Investigation conducted investigations into 50 cases which resulted in the conviction of 126 persons. Sentences imposed in these cases included 4 death sentences, 24 life sentences, and an aggregate of sentences totaling 1,675 years, 11 months and 2 days. Of the defendants in these cases, 2 were lynched, 3 committed suicide, 3 were murdered, and 4 were killed by officers. At the close of the fiscal year, 22 persons were in custody awaiting trial in these cases.

As the result of investigations conducted by the Bureau there were secured during the past fiscal year 40 convictions of violators of the Federal Kidnap Law. These convictions resulted in 3 life sentences and sentences totaling 329 years and 6 months. Fines amounted to $1,000. Ransom moneys totaling $150,025 were recovered in kidnaping cases investigated by the Bureau during the fiscal year 1935.

There were 5 death sentences imposed during the fiscal year 1935, one under the Federal Kidnaping Law, the first of its kind since the passage of the Act, and 2 under the Pennsylvania State Law.

From July 1, 1935, through December 31, 1935, there were secured convictions against 9 individuals, resulting in sentences totaling 112 years.

From the date of the approval of the Federal Extortion Act on July 8, 1932, until the end of the fiscal year, June 30, 1935, the Federal Bureau of Investigation investigated 699 extortion cases. Resulting from this investigative action, 155 persons have been convicted and 42 persons were in custody at the close of the fiscal year 1935. These convictions resulted in sentences totaling 1,002 years, 11 months and 7 days being imposed. Four extortionists have been killed, 14 acquitted, 6 adjudged insane, and one committed suicide.

A total of 93 convictions was obtained in the extortion cases investigated by the Bureau during the past fiscal year. Sentences totaled 487 years, 4 months and 10 days, and a total of $9,051 was imposed as fines.

Since the beginning of the fiscal year 1936, through December 31, 1935, 39 convictions have been secured in extortion cases, resulting in the imposition of sentences totaling 191 years, 6 months and 2 days. Fines

amounted to $1,000.

The monthly bulletin, "Fugitives Wanted by Police" has, since September, 1932, been circulated to law enforcement officials and agencies contributing fingerprint records to the Bureau, in order that information relative to the fugitive status of criminals may be in the possession of the police agencies throughout the country upon the earliest practicable date. Information is cataloged in the bulletin concerning individuals sought for the offenses of murder, burglary, robbery, rape, kidnaping and escapes growing out of these offenses. Data dealing with those fugitives whose apprehension is desired by the Bureau are also incorporated in the bulletin. Physical descriptions and fingerprint classifications of the fugitives are listed in addition to the reproduction of a fingerprint pattern of one finger of each wanted fugitive. There are published in each issue of the bulletin articles of special interest to law enforcement officials, which would usually not otherwise be available to them. The articles deal with the science of fingerprint identification, the deciphering of charred paper, the handling of bombs and explosives, and information on police problems in criminology and the dissemination of practical and scientific knowledge intended to aid police officers in the detection and apprehension of criminals.

The robbery or attempts to rob National banks and member banks of the Federal Reserve System were made Federal offenses by the passage of Congressional legislation, which on May 18, 1934, received Presidential approval.

Since the passage of the Federal Bank Robbery Act, to the end of

the fiscal year 1935, a total of 126 cases had been reported to the Bureau. Investigations conducted by Special Agents of the Bureau led to 79 convictions of violators of the Act. Sentences imposed in these cases were 3 life sentences, 1,616 years, and 31 days. Fines totaled $44,506. Jurisdiction over the Federal Bank Robbery Act not being limited exclusively to the Federal Court, 24 persons were prosecuted in State Courts as the result of investigations conducted by Special Agents of the Bureau. Sentences imposed in these instances totaled 2 life sentences; 136 years and six months; 15 indeterminate sentences. Fines totaled $1,500. There were at the end of the fiscal year 1935, 65 persons in custody in connection with these cases.

In November, 1934, the largest number of bank robberies was reported since the passage of the Act, a total of 16. A steady decline followed the concentrated investigations of bank robberies. During the month of June, 1935, only one robbery was reported.

Accruing during the fiscal year 1935 from the 79 convictions of violators of the bank robbery statute were two life sentences and a total of 1,430 years, 1 month and 1 day, in actual sentences, in addition to 120 years suspended and 45 years probationary sentences. Fines imposed amounted to $44,506; recovery was made of $18,163 of stolen bank funds.

Since the beginning of the fiscal year 1936, through December, 1935, a total of 15 convictions has been secured, resulting in sentences totaling 1 life and 213 years. Fines totaling $3,002.03 were imposed, while $11,137.49 was recovered.

Since September, 1933, when the Federal Bureau of Investigation assumed the investigation of litigated war risk insurance cases, to June 30, 1935, a total of 4,737 cases had been investigated.

When the Bureau took over this work there were more than 10,000 pending suits in the United States District Courts throughout the country, which had been filed against the United States. The Bureau was vested with the duty of thoroughly investigating these cases to determine the complete industrial, medical and social history of each of the individuals in whose behalf the suits had been brought.

During the fiscal year ending June 30, 1935, a total of 3,078 war risk insurance cases was disposed of. In 214 of these there was awarded to plaintiffs a total of $2,682,643.67. Over this period the total saving to the United States was $35,202,025.41. Of the 3,078 cases investigated during the fiscal year 1935, dismissals were made in 2,005 cases; verdicts for the Government were rendered in 539 suits; compromises advantageous to the Government were effected in 310 cases, and a verdict for the plaintiff was reached in 214 suits. In the 3,078 war risk insurance cases disposed of during the fiscal year 1935, the Government was successful in 92.27 per cent of the suits brought.

---

A total of 3,717 convictions was secured during the fiscal year 1935 in all cases investigated by the Federal Bureau of Investiga-

tion. Accruing from these convictions were 8 life sentences, 3 death sentences, 10,757 years, 8 months and 4 days; fines amounted to $333,974.68. Recoveries effected in cases investigated by the Bureau, amounted to $2,209.278.55. In addition, there was saved the Government, in Court of Claims cases investigated by the Bureau, the sum of $400,270.85, and $35,202,025.41.

Stolen motor vehicles numbering 2,922 were recovered during the past fiscal year incident to the investigation of National Motor Vehicle Theft Act cases. These vehicles were valued at $1,191,141.97. Since the enactment of the act in October, 1919, a total of 39,625 stolen motor vehicles, valued at $25,018.72, has been recovered as the result of investigative activity performed by the Bureau.

The total savings and recoveries effected in cases investigated by the Bureau during the fiscal year ending June 30, 1935 amounted to $38,481,686.17, whereas the entire cost of operating the Bureau amounted to only $4,626,518.00.

Convictions were attained in 94 per cent of the cases investigated by the Bureau during the fiscal year 1935 which were brought to trial.

Special Agents of the Bureau in the field located 1,030 Federal fugitives from justice during the year in addition to the 4,403 fugitivies located through the efforts of the Identification Division.

Among the representative cases investigated by the Federal Bureau of Investigation during the past fiscal year may be mentioned the following:

The robbery of the Peoples National Bank, Kingfisher, Oklahoma,

involving James Clark, Frank Delmar, Aubrey Curtis Unsell and Ennis Smiddy, occurred on May 31, 1934. Clark and Delmar escaped from the Kansas State Penitentiary, Lansing, Kansas on January 19, 1934. Clark had previously escaped from this penitentiary on May 30, 1933 with Harvey Bailey, Bob Brady, Wilbur Underhill and other noted desperadoes. He had been later apprehended but escaped again, as previously indicated. He had been originally received at the penitentiary on July 8, 1932, to serve a life sentence as a bank robber and habitual criminal. Clark was taken into custody by Agents of the Federal Bureau of Investigation on July 1, 1934, at Tulsa, Oklahoma. Frank Delmar was taken into custody near Claremore, Oklahoma, on August 11, 1934. Unsell was taken into custody on September 10, 1934, by Special Agents of the Bureau, assisted by local officers, near Rush Springs, Oklahoma. On December 25, 1934, Ennis Smiddy celebrated Christmas by surrendering to Agents of the Bureau. Clark, Delmar, Unsell and Smiddy were indicted, and on January 19, 1935, all four entered pleas of guilty. Clark and Delmar were sentenced to serve 20 years each on the first count and fined $5,000 each; on the second count they were sentenced to serve 99 years each, both sentences to run concurrently and to be served in a Federal penitentiary. Unsell and Smiddy were sentenced to serve 20 years each and fined $5,000 on the first count, and sentenced to 50 years each on the second count, both sentences to run concurrently and be served in a Federal penitentiary. The total of the actual sentences imposed upon the robbers of this bank was 298 years.

---

On September 9, 1934, Bruno Richard Hauptmann, convicted of

the kidnaping and murder of Charles A. Lindbergh, Jr., was taken into custody in New York City after intensive investigative activity, covering a period of approximately two years and six months.

---

On January 17, 1935 Robert Howard Mais and Walter Legenza, who had escaped from the penitentiary at Richmond, Virginia while awaiting execution there were apprehended in New York City. These were the leaders of the notorious Tri-State Gang that had committed murders and robberies upon an extensive scale throughout Virginia, Maryland and Pennsylvania. Mais and Legenza have been electrocuted during the past year, as have been other members of this gang.

---

The kidnaping of Edward G. Bremer, President of the Commercial State Bank, St. Paul, Minnesota, received special investigative attention during the past year, and on January 8, 1935, Arthur R. Barker, alias "Doc" Barker, was apprehended by Special Agents of the Federal Bureau of Investigation in Chicago, Illinois. Coincident with the apprehension of Barker, Russell Gibson, a member of the Barker-Karpis gang, was located in another section of Chicago and killed by Special Agents of the Federal Bureau of Investigation while resisting arrest. On January 16, 1935 Fred Barker and his mother Kate Barker were located in a house on Lake Weir, Oklawaha, Florida, and, after a gun battle with Special Agents of the Federal Bureau of Investigation lasting several hours, were killed while resisting arrest. On the same date the hideout where Edward Bremer was held by his kidnapers was located at Bensenville, Illinois, and Elmer Farmer and Harold Alderton were taken

into custody on January 16, and 17, 1935.

On January 22, 1935, the Federal Grand Jury at St. Paul, Minnesota returned indictments charging Arthur R. Barker, Alvin Karpis, Volney Davis, Harry Campbell, Elmer Farmer, Harold Alderton, William Weaver, Harry Sawyer, William J. Harrison, Byron Bolton, John Doe and Richard Roe with the kidnaping. A conspiracy indictment was also returned on the same date naming, in addition to those mentioned above, Joseph P. Moran, Oliver A. Berg, John J. McLaughlin, William E. Vidler, Philip J. Delaney, James J. Wilson, Jess Doyle, Edna Murray, Myrtle Eaton and one "Whitie."

The trial commenced at St. Paul, Minnesota on April 13, 1935. Byron Bolton entered a plea of guilty and sentence was deferred. On May 6, 1935, the charges against Jess Doyle and Edna Murray were dismissed. Bruno Austin was discharged from custody on the same date, May 6, 1935. Elmer Farmer, on May 13, 1935, during the course of the trial, entered a plea of guilty and was sentenced on June 7, 1935, to a term of 20 years. The trial was concluded on May 16, 1935, and on the following day, May 17, 1935, the jury returned a verdict of guilty as to Arthur R. Barker, Oliver A. Berg, James J. Wilson, John J. McLaughlin, Sr., and Harold Alderton. On May 17, 1935, Barker and Berg were sentenced to life imprisonment. On June 7, 1935 McLaughlin, Sr., was sentenced to a term of 5 years; Alderton on the same date was sentenced to a term of 20 years. Wilson on this date received a sentence of 5 years.

On May 3, 1935, Harry Sawyer was taken into custody by Special Agents of the Federal Bureau of Investigation, with the cooperation of local officers, at Pass Christian, Mississippi, and was removed to St. Paul, Minnesota to be held in Ramsey County Jail awaiting trial. On June 1, 1935, Volney Davis was taken into custody by Special Agents of the Bureau at Chicago, Illinois, and on the following day was removed to St. Paul to await his trial.

Davis entered a plea of guilty on June 3, 1935, and on June 7, 1935, was sentenced to life imprisonment.

---

While returning to school on May 24, 1935, George Weyerhaeuser, 8 year old son of J. B. Weyerhaeuser, Jr., prominent timber man of Tacoma, Washington, was abducted. On the morning of June 1, 1935, after having been held by his kidnapers for seven days, he was released, after the payment of $200,000 ransom. On June 8, 1935 Margaret Thulin Waley was taken into custody at Salt Lake City, Utah while attempting to negotiate bills constituting part of the ransom in this case. Subsequently her husband, Harmon Metz Waley, was taken into custody by Special Agents of the Federal Bureau of Investigation. Waley admitted to Special Agents that he and one William Dainard, alias Mahan, who had previously been positively identified as one of the kidnapers, were responsible for this crime.

Bureau Agents recovered at Immigration Pass, near Salt Lake City, Utah, $90,790 of the ransom money, which had been buried there by Waley and his wife. In addition, Waley stated he burned $3,500 shortly before being taken into custody, and spent about $300 of this

money. On June 9, 1935, there was recovered by the police department at Butte, Montana, in an automobile which had been abandoned by William Dainard $15,155 of the ransom money.

On June 19, 1935, a Federal Grand Jury at Tacoma, Washington returned an indictment in two counts, charging Dainard, Waley and Mrs. Waley with kidnaping and with conspiracy to kidnap. An indictment was also returned charging Dainard, Waley and Mrs. Waley with extortion. The Waleys stood trial and were found guilty. Harmon Waley was sentenced to serve 45 years' imprisonment, and Margaret Waley was sentenced to serve 20 years.

---

During the past year one of the most atrocious crimes in modern history was solved and final prosecution had of the offense growing out of the murder of four peace officers and their prisoner at Kansas City, Missouri, on the morning of June 17, 1933. The officers killed included Raymond J. Caffrey, a Special Agent of the Federal Bureau of Investigation. Frank Nash, a well-known criminal, who was being conveyed to Leavenworth Penitentiary after capture at Little Rock, Arkansas, was also killed. An intensive investigation was conducted by the Federal Bureau of Investigation in this case.

It was determined that the perpetrators of these murders were Charles Arthur Floyd, alias "Pretty Boy" Floyd, Adam Richetti, and Verne Miller, who were assisted in various ways by other under-

world characters. On Sunday, October 21, 1934, Floyd and Richetti were located near Wellsville, Ohio. After a gun battle Richetti was taken into custody by local officers, but Floyd escaped. On Monday, October 22, 1934, Floyd was located by Special Agents of the Federal Bureau of Investigation, accompanied by officers of the East Liverpool, Ohio Police Department, near Sprucevale, Ohio, and while resisting arrest was seriously wounded and died before he could be taken to the hospital. Verne Miller had previously been killed by members of the underworld and his body found near Detroit, Michigan. Richetti was tried for murder and sentenced to be hanged, and his case is now under appeal.

In view of the fact that the Federal statute providing punishment for the killing or assaulting of Federal officers was not passed by Congress until May of 1934, it was not possible to prosecute the individuals who aided and assisted in the Kansas City Massacre in Federal Court for this crime. They were prosecuted on a charge of obstructing justice and on January 4, 1935, having been found guilty, the following sentences were imposed: Richard Tallman Galatas, Herbert A. Farmer, Frank B. Mulloy, and Louis "Doc" Stacci received sentences of two years each and were each fined $10,000; Elizabeth Galatas, Esther Farmer and Vivian Mathis were each sentenced to one year and one day, but their sentences were suspended and they were placed on probation for three years and fined $500 each.

On November 27, 1934 Inspector Samuel P. Cowley and Special Agent Herman Edward Hollis, of the Federal Bureau of Investigation, were killed in a battle with Lester Joseph Gillis, alias "Baby Face" Nelson, and John Paul Chase. On December 27, 1934 Chase was taken into custody by local police officers at Mount Shasta, California. Gillis was mortally wounded in the affray in which Inspector Cowley and Agent Hollis were killed. On February 19, 1935 Chase was arraigned in Federal Court at Chicago, Illinois, pleaded not guilty to indictments outstanding against him, was tried on an indictment for the murder of Inspector Samuel P. Cowley, his trial commencing on March 18, 1935, and on March 25, 1935 the jury returned a verdict of guilty, with a recommendation for mercy. He was sentenced to serve the remainder of his natural life in Alcatraz Island Penitentiary. Chase was the first individual to be tried for a violation of the Act of Congress, approved May 18, 1934, making it a Federal crime to murder a Special Agent of the Federal Bureau of Investigation while engaged in the performance of his official duties or an account thereof.

---

On July 22, 1934 John Dillinger was killed by Special Agents of the Federal Bureau of Investigation while resisting arrest at Chicago, Illinois. Federal Grand Juries in those sections of the Middle-West where the Dillinger gang perpetrated their violations returned 85 indictments against 46 persons, in connection with acts of robbery, murder, violations of the National Motor Vehicle Theft Act, and harboring

or conspiracy to harbor Dillinger, Tommy Carroll, Lester Gillis or Homer Van Meter. Twenty-nine were men, 13 were women, three were doctors and one was a lawyer. Sentences imposed totaled 1 life sentence, 27 years, 2 months and 5 days, and the total fines were $45,500.

John Hamilton, alias John Campbell, was one of Dillinger's chief lieutenants, accompanying him upon the majority of his depredations. A country-wide search for this remaining member of the Dillinger gang was successfully concluded on August 28, 1935 when Special Agents of the Federal Bureau of Investigation found Hamilton's body in a shallow grave near Oswego, Illinois. Attempts made to destroy his features in order to avert the possibility of an attempt by law enforcement officers to identify him proved abortive.

Among those whose careers were blighted by association and connection with John Dillinger was Louis Phillip Piquett, a Chicago attorney, who for years had represented criminals of a particularly undesirable type. Piquett had unsuccessfully defended Evelyn Frechette, paramour of Dillinger, and Dr. Clayton E. May, a physician who attended Dillinger for wounds received by him in a gun battle. These people were tried at St. Paul, Minnesota on May 23, 1935, at which time they were convicted on a charge of conspiracy to harbor Dillinger. Following the killing of Dillinger an intensive investigation was instituted to locate those individuals who assisted in attempts to alter the facial characteristics and fingerprints of Dillinger and Van Meter.

Investigative inquiries resulted in the procurement of information implicating Piquett and a number of associates. He was charged with harboring both Dillinger and Van Meter and was indicted on September 6, 1934. He was first tried for conspiracy to harbor Dillinger and was acquitted by a jury in Chicago, Illinois on January 14, 1935. He was indicted in Chicago on March 20, 1935, on a charge of conspiracy to harbor Homer Van Meter and was convicted on this charge on June 24, 1935, being sentenced to serve a term of two years and to pay a fine of $10,000. He is now at liberty on bond pending appeal.

---

In the latter part of 1935, further success was achieved in accounting for members of the Barker-Karpis gang, kidnapers of Edward Bremer of St. Paul, and the perpetrators of a number of other major crimes, when the identity of a body found in a large barn near Ontarioville, Illinois, destroyed by fire on January 5, 1935, was established as that of William J. Harrison, a member of the gang. Harrison was a native of St. Louis and had been successively a professional golfer, a bootlegger associated with the principal members of the Al Capone syndicate, and a member of the Barker-Karpis gang.

Also, September 1, 1935, witnessed the final location and apprehension of William Weaver, one of the principal members of the Barker-Karpis gang, who had been actively engaged in the kidnaping of Edward George Bremer. Weaver had an extensive criminal record and

was known as a particularly effective marksman. It was anticipated that trouble would arise in his a prehension. However, he was taken into custody without trouble by Special Agents of the Federal Bureau of Investigation, on a small chicken ranch purchased by him near Allandale, Florida. Myrtle Eaton, who had been living with him on this ranch and who had also been indicted for complicity in the Bremer kidnaping, was apprehended with him on September 1st, and on September 2, 1935, upon signing waivers, they were both removed to St. Paul, Minnesota, where Weaver is presently being tried upon a charge of conspiring to kidnap Bremer. Myrtle Eaton will probably be tried in Florida on harboring charges.

---

The year 1935 witnessed the solution of a case which was important inasmuch as it represented a particularly evil practice which had arisen in recent years in various sections of the country, whereby robberies of jewelry and other valuables have been settled by the return of the stolen property, the payment of rewards by insurance companies and other persons interested, and the practical immunity afforded the perpetrators of the original crimes. The case in question was that involving the theft of $185,000 in jewelry from Mrs. J. C. Bell at the Miami-Biltmore Hotel, Coral Gables, Florida, on January 26, 1935. As a result of intensive investigative activity on the part of Special Agents of the Federal Bureau of Investigation, a Federal Grand Jury at New York City on June 7, 1935, returned an indictment

charging Noel C. Scaffa, the head of a private detective agency, who had specialized in operations of this kind, with perjury. Scaffa was brought to trial on July 22, 1935 and found guilty on three counts on July 26, 1935. He was sentenced on September 16, 1935 to serve six months' imprisonment on each of the three counts, the sentences to run concurrently. Scaffa and others are presently under indictment for violation of the National Stolen Property Act. The Bureau developed information that Scaffa had secured the stolen jewels from one Robert C. Nelson, reported to be a well known "fence" functioning in matters of this type. Nelson was arrested on August 31, 1935, charged with conspiracy to violate the National Stolen Property Act, and after arraignment on September 4, 1935 was remanded to the U. S. Detention Headquarters, New York City, in default of $5,000 bond.

On October 8, 1935, a Federal Grand Jury for the Southern district of New York, returned an indictment charging Nelson, Scaffa, Charles Cali, Pasquale Tesoriere, Albert J. Contento, Frank Costello and Charles Stearn with conspiracy to violate the National Stolen Property Act. On December 27, 1935, Nelson's Bond was reduced to $2,500 by the Federal District Judge, New York City, and he was released.

The last important member of the gang which kidnaped August Luer at Alton, Illinois on July 10, 1933, was taken into custody on May 27, 1935, by Special Agents of the Federal Bureau of Investigation when Walter O'Malley, alias "Irish" O'Malley, was captured in Kansas City, Missouri without a struggle. O'Malley was tried in a state court, and on June 27, 1935 was sentenced to life imprisonment for complicity in this kidnaping, joining former associates in this crime, three of whom are also serving life sentences.

JOHN EDGAR HOOVER.
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

December 9, 1935.

## WORK OF FEDERAL BUREAU OF INVESTIGATION DURING THE PAST YEAR

Summarized statistics covering the work of the Federal Bureau of Investigation are prepared to cover fiscal year periods. The following figures, therefore, are applicable to the fiscal year 1935 unless later figures are specifically set forth.

During the fiscal year 1935 the investigative field of the Federal Bureau of Investigation was greatly enlarged due to the approval by the President during May and June, 1934 of a series of Federal statutes affording jurisdiction to the Federal Bureau of Investigation in types of cases which had not prior thereto been covered by Federal legislation. The more prominent of these Federal laws include those relating to the interstate transportation of stolen property, the robbery of banks organized or operating under the laws of the United States, or holding membership in the Federal Reserve System, interstate flight to avoid prosecution or giving testimony in certain cases, the extension of the Federal Kidnaping and Extortion Statutes to include a greater variety of specific offenses, and the killing or assaulting of Federal officers. The statute placing under the investigative jurisdiction of the Federal Bureau of Investigation the robbery of banks operating under the Federal Reserve System has been recently amended to include all banks holding insurance issued by the Federal Deposit Insurance Corporation, which materially extends the scope of the Bureau's work.

During the fiscal year ending June 30, 1935 the training course of the Federal Bureau of Investigation for newly appointed Agents was increased from eight to twelve weeks of instruction. This course of training affords theoretical and practical instruction under experienced instructors and investigators. The retraining of experienced Agents of the Federal Bureau of Investigation was initiated during this fiscal year. This affords experienced investigators the latest approved instruction upon developments in scientific investigative methods, firearms training, improved policies, and the like.

62-21440-765

There was initiated during this period the first National Police Training School under the jurisdiction of the Federal Bureau of Investigation. In this school selected, qualified law enforcement officials from police and law enforcement agencies in all parts of the country are given instruction in scientific and practical law enforcement methods. The first training school commenced its course of instruction on July 29, 1935 and graduation exercises were held on October 19, 1935. The entire staff of instructors and lecturers of this school and, in addition, forty-one outstanding criminologists and police officials selected from higher institutions of learning and from police departments and other law enforcement agencies assist in this course of instruction.

The Technical Laboratory of the Federal Bureau of Investigation was formed in the fall of 1932. Since that date, until the end of the fiscal year 1935, there have been made a total of 3,296 examinations. Of this total, 2,333 were made during the fiscal year ending June 30, 1935. The following tabulation is indicative of the type of scientific examinations made in connection with criminal cases during the fiscal year 1935:

| | |
|---|---|
| Examinations of Questioned Documents | 2,028 |
| Microscopic Examinations | 57 |
| Chemical Analyses | 60 |
| Examinations of Firearms Evidence | 165 |
| Examinations of Coded Messages | 23 |
| Total number of examinations | 2,333 |

In February, 1933 there was initiated the assembly of a single fingerprint file by the Federal Bureau of Investigation. Since that date a total of 2,846 examinations have been made, up to the end of the fiscal year 1935. Of this number, 1,876 examinations were made during the fiscal year ending June 30, 1935. The purpose of the single fingerprint file is to record single fingerprints of selected types of criminals, such as outstanding gangsters, kidnapers, bank robbers or racketeers, in order that latent fingerprints found at the scenes of crimes may be compared with those on file and identifications effected. Regular fingerprint records are filed on a basis of the prints of

all ten fingers and, therefore, do not serve for purposes of comparison with single latent prints unless specific suspects are considered. As of June 30, 1935 there had been entered in the single fingerprint file approximately 114,240 fingerprints, representing the criminal histories of 11,424 criminals of the type set forth in the foregoing. In addition thereto, there has been initiated and maintained a general appearance file, consisting of photographs and detailed descriptive data of the 11,424 criminals entered in the single fingerprint file. There is also maintained for the same general purpose a modus operandi file upon bank robbers. This affords detailed information on methods of commission of bank robberies, in order that the identities of the perpetrators may be established by a comparison of similar methods of operation. As of June 30, 1935 a total of 538 bank robbery cases had been analyzed and cross-indexed in this file, according to the outstanding characteristics of the methods of operation of each.

The growth of the Identification Division of the Federal Bureau of Investigation is shown by the following tabulation, indicative of the work performed during the fiscal year ending June 30, 1935:

| | Fiscal Year 1935 | Fiscal Year 1934 |
|---|---|---|
| Fingerprints received: | | |
| Criminal | 636,012 | 558,241 |
| Civil Identification | 19,082 | |
| Miscellaneous (including dead, non-criminal, Civil Service, et cetera) | 100,818 | 63,319 |
| Fingerprints classified | 755,883 | 617,227 |
| Fingerprints searched | 746,487 | 625,518 |
| Fingerprints answered | 743,992 | 609,686 |
| Criminal identifications made | 304,033 | 258,046 |
| Index cards searched | 726,434 | 617,678 |
| Index cards made | 716,743 | 600,754 |
| Total number of fingerprints on file | 5,078,566 | 4,372,619 |
| Total number of index cards on file | 6,216,697 | 5,501,084 |
| Total number of contributors | 8,479 | 6,774 |

Identifications were made in 47.8 per cent of the criminal fingerprints received during the fiscal year 1935. There were effected 304,033 criminal identifications during the year, of which number 4,403 were fugitives from justice who were identified through fingerprints. During 1934 the number of fugitives identified through this means was 4,356. Civil Service fingerprint records of applicants for appointment to the Federal Service numbering 47,472 were received during the year. The fingerprints of such applicants are searched against the Bureau's files and the Civil Service Commission is advised of any police record of the applicant.

The installation of a mechanical device for searching the fingerprints in the large groups which are difficult to search by hand has expedited the transmission of criminal identification data to police agencies. The technical details incidental to adapting this device to the Identification Division's needs were perfected by Bureau experts. The continuous demand for rapidity in effecting identifications has necessitated that the Division function day and night.

Later statistics reflect that on November 30, 1935 the total number of fingerprints on file in the Identification Division was 5,462,432, the average number received daily being 3,734, the total number of contributors being 9,008, and the percentage of identifications made on criminal prints received was 48.9 per cent.

During the fiscal year ending June 30, 1935 there was established a Civil Identification Section, wherein are filed the fingerprints of citizens who desire that their prints be therein filed for personal and precautionary reasons. On June 30, 1935 there were 19,082 fingerprint records of this type on file. As of November 30, 1935 there were recorded the fingerprints of 66,180 individuals in this file.

Continued and effective progress was made during the past year in the international exchange of fingerprints with foreign countries. The officials of 68 of the identification bureaus of the principal nations, territories and possessions are presently cooperating with the Identification Division of the Federal Bureau of Investigation in this endeavor. Criminal identifying data are received at the Identification Division of the Bureau from the following countries:

Alaska; Algeria; Argentina; New South Wales; Australia; Austria; Bahamas; Barbados; Belgium; Bermuda; Brazil; Bulgaria; Burma; Canada; Canal Zone; Ceylon; China; Colombia; Cuba; Czechoslovakia; Denmark; Dutch East Indies; Egypt; England; Free City of Danzig; Federated Malay States; Finland; France; Germany; Accra, Gold Coast Colony; Greece; Haiti; Hawaii; Holland; Hungary; Punjab, India; Iran; Iraq; Ireland; Italy; Jamaica; Japan; Kenya; Latvia; Lithuania; Mexico; New Zealand; Norway; Nyasaland; Palestine; Panama; Paraguay; Peru; Philippine Islands; Poland; Portugal; Pretoria, British South Africa; Puerto Rico; Roumania; Sierra Leone, Africa; Southern Rhodesia, Africa; Spain; Sweden; Switzerland; Turkey; Uruguay; Virgin Islands and Yugoslavia.

Since its inception in July, 1930, the compilation of national police statistics by the Federal Bureau of Investigation has shown continual growth. The system adopted in accordance with the plan devised by the International Association of Chiefs of Police encompasses each year a wider crime reporting area. For the calendar year 1934 these statistics covered 1,799 cities, with a population of 62,757,643. At the end of October, 1935, these statistics covered 2,089 cities, with a population of 64,263,792. In addition to the presentation of crime data for the entire country, information is presented in detail for individual states and cities of more than 100,000 inhabitants. The data included in reports received from police departments and the information compiled from fingerprint cards are published in summary form in the quarterly bulletin entitled "Uniform Crime Reports", which is distributed to law enforcement officials and others.

During the period beginning with the Presidential approval of the Federal Kidnap Law on June 22, 1932, until the end of the fiscal year, June 30, 1935, the Federal Bureau of Investigation conducted investigations into 50 cases which resulted in the conviction of 126 persons. Sentences imposed in these cases included 4 death sentences, 24 life sentences, and an aggregate of sentences totaling 1,675 years, 11 months and 2 days. Of the defendants in these cases, 2 were lynched, 3 committed suicide, 3 were murdered, and 4 were killed by officers. At the close of the fiscal year, 22 persons were in custody awaiting trial in these cases.

As the result of investigations conducted by the Bureau there were secured during the past fiscal year 40 convictions of violators of the Federal Kidnap Law. These convictions resulted in 3 life sentences; 290 years, 6 months actual sentences; 27 years suspended sentences; and 12 years probationary sentences. Fines amounted to $1,000. Ransom moneys totaling $150,025 were recovered in kidnaping cases investigated by the Bureau during the fiscal year 1935.

There were 3 death sentences imposed during the fiscal year 1935, one under the Federal Kidnaping Law, the first of its kind since the passage of the Act, and 2 under the Pennsylvania State Law.

From July 1, 1935 through October 31, 1935 there were secured convictions against 5 individuals, resulting in sentences of 82 years.

From the date of the approval of the Federal Extortion Act on July 8, 1932, until the end of the fiscal year, June 30, 1935, the Federal Bureau of Investigation investigated 699 extortion cases. Resulting from this investigative action, 155 persons have been convicted and 42 persons were in custody at the close of the fiscal year 1935. These convictions resulted in sentences totaling 1,002 years, 11 months and 7 days being imposed. Four extortionists have been killed, 14 acquitted, 6 adjudged insane, and one committed suicide.

A total of 93 convictions was obtained in the extortion cases investigated by the Bureau during the past fiscal year. Sentences imposed were: 326 years, 1 month and 5 days, in addition to 54 years, 9 months and 5 days suspended sentences, and 106 years and 6 months probationary sentences. A total of $9,051 was imposed as fines.

Since the beginning of the fiscal year 1936, through October 31, 1935, 17 convictions have been secured in extortion cases, resulting in sentences of 64 years, 6 months and 1 day.

The monthly bulletin, "Fugitives Wanted by Police" has, since September, 1932, been circulated to law enforcement officials and agencies contributing fingerprint records to the Bureau, in order that information relative to the fugitive status of criminals may be in the possession of the police agencies throughout the country upon the earliest practicable date. Information is cataloged in the bulletin concerning individuals sought for the offenses of murder, burglary, robbery, rape, kidnaping and escapes growing out of these offenses. Data dealing with those fugitives whose apprehension is desired by the Bureau are also incorporated in the bulletin. Physical descriptions and fingerprint classifications of the fugitives are listed in addition to the reproduction of a fingerprint pattern of one finger of each wanted fugitive. There are published in each issue of the bulletin articles of special interest to law enforcement officials, which would usually not otherwise be available to them. The articles deal with the science of fingerprint identification, the deciphering of charred paper, the handling of bombs and explosives, and information on police problems in criminology and the dissemination of practical and scientific knowledge intended to aid police officers in the detection and apprehension of criminals.

The robbery or attempts to rob National banks and member banks of the Federal Reserve System were made Federal offenses by the passage of Congressional legislation, which on May 18, 1934 received Presidential approval.

Since the passage of the Federal Bank Robbery Act, to the end of the fiscal year 1935, a total of 126 cases had been reported to the Bureau. Investigations conducted by Special Agents of the Bureau led to 79 convictions of violators of the Act. Sentences imposed in these cases were 3 life sentences, 1,616 years, and 31 days actual, suspended and probationary sentences. Fines totaled $44,506. Jurisdiction over the Federal Bank Robbery Act not being limited exclusively to the Federal Court, 24 persons were prosecuted in State Courts as the result of investigations conducted by Special Agents of the Bureau. Sentences imposed in these instances totaled 2 life sentences; 136 years and six months, actual, suspended and probationary sentences; 15 indeterminate sentences. Fines totaled $1,500. There were at the end of the fiscal year 1935, 64 persons in custody in connection with these cases.

Study has been made to determine effective methods for the detection and apprehension of bank robbers. An outgrowth of the study was the creation of a single fingerprint file of known bank robbers, and the assembly of a modus operandi file in the Identification Division. The files also include fingerprints and information of the methods of operation of robbers of State banks. The Identification Division is a national clearance point for information of this character and its facilities are of great value to the police agencies of the nation.

In November 1934 the largest number of bank robberies was reported since the passage of the Act, a total of 16. A steady decline followed the concentrated investigations of bank robberies. During the month of June 1935, only one robbery was reported.

Accruing during the fiscal year 1935 from the 79 convictions of violators of the bank robbery statute were two life sentences and a total of 1,430 years, 1 month and 1 day, in actual sentences, in addition to 120 years suspended and 42 years probationary sentences. Fines imposed amounted to $44,506; recovery was made of $18,163 of stolen bank funds.

Since the beginning of the fiscal year 1936, through October, 1935, a total of 8 convictions has been secured, resulting in total sentences of 1 life, and 63 years in actual sentences. Fines totaling $202.49 were imposed.

Since September 1933 when the Federal Bureau of Investigation assumed the investigation of litigated war risk insurance cases, to June 30, 1935, a total of 4,737 cases had been investigated.

When the Bureau took over this work there were more than 10,000 pending suits in the United States District Courts throughout the country, which had been filed against the United States. The Bureau was vested with the duty of thoroughly investigating these cases to determine the complete industrial, medical and social history of each of the individuals in whose behalf the suits had been brought.

During the fiscal year ending June 30, 1935 a total of 3,078 war risk insurance cases was disposed of. In 214 of these there was awarded to plaintiffs a total of $2,682,643.67. Over this period the total saving to the United States was $35,202,025.41. Of the 3,078 cases investigated during the fiscal year 1935, dismissals were made in 2,005 cases; verdicts for the Government were rendered in 539 suits; compromises advantageous to the Government were effected in 310 cases, and a verdict for the plaintiff was reached in 214 suits. In the 3,078 war risk insurance cases disposed of during the fiscal year 1935, the Government was successful in 92.27 per cent of the suits brought.

- - - - -

A total of 3,717 convictions was secured during the fiscal year 1935 in all cases investigated by the Federal Bureau of Investigation. Accruing from these convictions were 8 life sentences, 6,788 years and 24 days; fines amounted to $333,974.68. There were imposed 1,201 years, 11 months and 1 day in suspended sentences; probationary sentences totaling 2,767 years, 8 months and 9 days were meted out. Recoveries effected in cases investigated by the Bureau amounted to $2,209,278.55. In addition, there was saved the Government, in Court of Claims cases investigated by the Bureau, the sum of $400,270.85.

Stolen motor vehicles numbering 2,922 were recovered during the past fiscal year incident to the investigation of National Motor Vehicle Theft Act cases. These vehicles were valued at $1,191,141.97. Since the enactment of the act in October, 1919, a total of 39,625 stolen motor vehicles, valued at $25,018,309.72, has been recovered as the result of investigative activity performed by the Bureau.

The total savings and recoveries effected in cases investigated by the Bureau during the fiscal year ending June 30, 1935 amounted to $38,481,686.17, whereas the entire cost of operating the Bureau amounted to only $4,626,518.00.

Convictions were attained in 94 per cent of the cases investigated by the Bureau during the fiscal year 1935 which were brought to trial.

Special Agents of the Bureau in the field located 1,030 Federal fugitives from justice during the year in addition to the 4,403 fugitives located through the efforts of the Identification Division.

Among the representative cases investigated by the Federal Bureau of Investigation during the past fiscal year may be mentioned the following:

The robbery of the Peoples National Bank, Kingfisher, Oklahoma, involving James Clark, Frank Delmar, Aubrey Curtis Unsell and Ennis Smiddy, occurred on May 31, 1934. Clark and Delmar escaped from the Kansas State Penitentiary, Lansing, Kansas on January 19, 1934. Clark had previously escaped from this penitentiary on May 30, 1933 with Harvey Bailey, Bob Brady, Wilbur Underhill and other noted desperadoes. He had been later apprehended but escaped again, as previously indicated. He had been originally received at the penitentiary on July 8, 1932 to serve a life sentence as a bank robber and habitual criminal. Clark was taken into custody by Agents of the Federal Bureau of Investigation on July 1, 1934 at Tulsa, Oklahoma. Frank Delmar was taken into custody near Claremore, Oklahoma on August 11, 1934. Unsell was taken into custody on September 10, 1934 by Special Agents of the Bureau, assisted by local officers, near Rush Springs, Oklahoma. On December 25, 1934 Ennis Smiddy celebrated Christmas by surrendering to Agents of the Bureau. Clark, Delmar, Unsell and Smiddy were indicted, and on January 19, 1935 all four entered pleas of guilty. Clark and Delmar were sentenced to serve 20 years each on the first count and fined $5,000 each; on the second count they were sentenced to serve 99 years each, both sentences to run concurrently and to be served in a Federal penitentiary. Unsell and Smiddy were sentenced to serve 20 years each and fined $5,000 on the first count, and sentenced to 50 years each on the second count, both sentences to run concurrently and be served in a Federal penitentiary. The total of the actual sentences imposed upon the robbers of this bank was 298 years.

On September 9, 1934 Bruno Richard Hauptmann, convicted of the kidnaping and murder of Charles A. Lindbergh, Jr., was taken into custody in New York City after intensive investigative activity, covering a period of approximately two years and six months.

- - - - -

On January 17, 1935 Robert Howard Mais and Walter Legenza, who had escaped from the penitentiary at Richmond, Virginia while awaiting execution there were apprehended in New York City. These were the leaders of the notorious Tri-State Gang that had committed murders and robberies upon an extensive scale throughout Virginia, Maryland and Pennsylvania. Mais and Legenza have been electrocuted during the past year, as have been other members of this gang.

- - - - -

The kidnaping of Edward G. Bremer, President of the Commercial State Bank, St. Paul, Minnesota, received special investigative attention during the past year, and on January 8, 1935 Arthur R. Barker, alias "Doc" Barker, was apprehended by Special Agents of the Federal Bureau of Investigation in Chicago, Illinois. Coincident with the apprehension of Barker, Russell Gibson, a member of the Barker-Karpis gang, was located in another section of Chicago and killed by Special Agents of the Federal Bureau of Investigation while resisting arrest. On January 16, 1935 Fred Barker and his mother Kate Barker were located in a house on Lake Weir, Oklawaha, Florida and, after a gun battle with Special Agents of the Federal Bureau of Investigation lasting several hours, were killed while resisting arrest. On the same date the hide-out where Edward Bremer was held by his kidnapers was located at Bensenville, Illinois, and Elmer Farmer and Harold Alderton were taken into custody on January 16 and 17, 1935.

On January 22, 1935 the Federal Grand Jury at St. Paul, Minnesota returned indictments charging Arthur R. Barker, Alvin Karpis, Volney Davis, Harry Campbell, Elmer Farmer, Harold Alderton, William Weaver, Harry Sawyer, William J. Harrison, Byron Bolton, John Doe and Richard Roe with the kidnaping. A conspiracy indictment was also returned on the same date naming, in addition to those mentioned above, Joseph P. Moran, Oliver A. Berg, John J. McLaughlin, William E. Vidler, Philip J. Delaney, James J. Wilson, Jess Doyle, Edna Murray, Myrtle Eaton and one "Whitie".

The trial commenced at St. Paul, Minnesota on April 13, 1935. Byron Bolton entered a plea of guilty and sentence was deferred. On May 6, 1935 the charges against Jess Doyle and Edna Murray were dismissed. Bruno Austin was discharged from custody on the same date, May 6, 1935. Elmer Farmer, on May 13, 1935, during the course of the trial, entered a plea of guilty and was sentenced on June 7, 1935 to a term of 20 years. The trial was concluded on May 16, 1935 and

the following day, May 17, 1935, the jury returned a verdict of guilty as to Arthur R. Barker, Oliver A. Berg, James J. Wilson, John J. McLaughlin, Sr., and Harold Alderton. On May 17, 1935, Barker and Berg were sentenced to life imprisonment. On June 7, 1935 McLaughlin, Sr., was sentenced to a term of 5 years; Alderton on the same date was sentenced to a term of 20 years. Wilson on this date received a sentence of 5 years.

On May 3, 1935, Harry Sawyer was taken into custody by Special Agents of the Federal Bureau of Investigation, with the cooperation of local officers, at Pass Christian, Mississippi, and was removed to St. Paul, Minnesota to be held in Ramsey County Jail awaiting trial. On June 1, 1935 Volney Davis was taken into custody by Special Agents of the Bureau at Chicago, Illinois and on the following day was removed to St. Paul to await his trial.

Davis entered a plea of guilty on June 3, 1935 and on June 7, 1935 was sentenced to life imprisonment.

- - - - -

While returning to school on May 24, 1935 George Weyerhaeuser, 8 year old son of J. B. Weyerhaeuser, Jr., prominent timber man of Tacoma, Washington, was abducted. On the morning of June 1, 1935, after having been held by his kidnapers for seven days, he was released, after the payment of $200,000 ransom. On June 8, 1935 Margaret Thulin Waley was taken into custody at Salt Lake City, Utah while attempting to negotiate bills constituting part of the ransom in this case. Subsequently her husband, Harmon Metz Waley, was taken into custody by Special Agents of the Federal Bureau of Investigation. Waley admitted to Special Agents that he and one William Dainard, alias Mahan, who had previously been positively identified as one of the kidnapers, were responsible for this crime.

Bureau Agents recovered at Immigration Pass, near Salt Lake City, Utah, $90,790 of the ransom money, which had been buried there by Waley and his wife. In addition, Waley stated he burned $3,500 shortly before being taken into custody, and spent about $300 of this money. On June 9, 1935 there was recovered by the police department at Butte, Montana, in an automobile which had been abandoned by William Dainard, $15,155 of the ransom money.

On June 19, 1935 a Federal Grand Jury at Tacoma, Washington returned an indictment in two counts, charging Dainard, Waley and Mrs. Waley with kidnaping and with conspiracy to kidnap. An indictment was also returned charging Dainard, Waley and Mrs. Waley with extortion. The Waleys stood trial and were found guilty. Harmon Waley was sentenced to serve 45 years' imprisonment, and Margaret Waley was sentenced to serve 20 years.

- - - - -

During the past year one of the most atrocious crimes in modern history, consisting of the murder of four peace officers and their prisoner at Kansas City, Missouri on the morning of June 17, 1933, was recorded as investigated successfully in the files of the Federal Bureau of Investigation. The officers killed included Raymond J. Caffrey, a Special Agent of the Federal Bureau of Investigation. Frank Nash, a well known criminal, who was being conveyed to Leavenworth Penitentiary after capture at Little Rock, Arkansas, was also killed. An intensive investigation was conducted by the Federal Bureau of Investigation in this case.

It was determined that the perpetrators of these murders were Charles Arthur Floyd, alias "Pretty Boy" Floyd, Adam Richetti, and Verne Miller, who were assisted in various ways by other underworld characters. On Sunday, October 21, 1934, Floyd and Richetti were located near Wellsville, Ohio. After a gun battle Richetti was taken into custody by local officers, but Floyd escaped. On Monday, October 22, 1934, Floyd was located by Special Agents of the Federal Bureau of Investigation, accompanied by officers of the East Liverpool, Ohio police department, near Sprucevale, Ohio, and while resisting arrest was seriously wounded and died before he could be taken to the hospital. Verne Miller had previously been killed by members of the underworld and his body found near Detroit, Michigan. Richetti was tried for murder and sentenced to be hanged, and his case is now under appeal.

In view of the fact that the Federal statute providing punishment for the killing or assaulting of Federal officers was not passed by Congress until May of 1934, it was not possible to prosecute the individuals who aided and assisted in the Kansas City

Massacre in Federal Court for this crime. They were prosecuted on a charge of obstructing justice and on January 4, 1935, having been found guilty, the following sentences were imposed: Richard Tallman Galatas, Herbert A. Farmer, Frank B. Mulloy, and Louis "Doc" Stacci received sentences of two years each and were each fined $10,000; Elizabeth Galatas, Esther Farmer and Vivian Mathis were each sentenced to one year and one day, but their sentences were suspended and they were placed on probation for three years and fined $500 each.

- - - - -

On November 27, 1934 Inspector Samuel P. Cowley and Special Agent Herman Edward Hollis, of the Federal Bureau of Investigation, were killed in a battle with Lester Joseph Gillis, alias "Baby Face" Nelson, and John Paul Chase. On December 27, 1934 Chase was taken into custody by local police officers at Mount Shasta, California. Gillis was mortally wounded in the affray in which Inspector Cowley and Agent Hollis were killed. On February 19, 1935 Chase was arraigned in Federal Court at Chicago, Illinois, pleaded not guilty to indictments outstanding against him, was tried on an indictment for the murder of Inspector Samuel P. Cowley, his trial commencing on March 18, 1935, and on March 25, 1935 the jury returned a verdict of guilty, with a recommendation for mercy. He was sentenced to serve the remainder of his natural life in Alcatraz Island Penitentiary. Chase was the first individual to be tried for a violation of the Act of Congress, approved May 18, 1934, making it a Federal crime to murder a Special Agent of the Federal Bureau of Investigation while engaged in the performance of his official duties or on account thereof.

- - - - -

On July 22, 1934 John Dillinger was killed by Special Agents of the Federal Bureau of Investigation while resisting arrest at Chicago, Illinois. Federal Grand Juries in those sections of the Middle-West where the Dillinger gang perpetrated their violations returned 85 indictments against 46 persons, in connection with acts of robbery, murder, violations of the National Motor Vehicle Theft Act, and harboring or conspiracy to harbor Dillinger, Tommy Carroll, Lester Gillis or Homer Van Meter. Twenty-nine were men, 13 were women, three were doctors and one was a lawyer. Sentences imposed totaled 1 life sentence, 27 years, 2 months and 5 days, and the total fines were $45,500.

John Hamilton, alias John Campbell, was one of Dillinger's chief lieutenants, accompanying him upon the majority of his depredations. A country-wide search for this remaining member of the Dillinger gang was successfully concluded on August 28, 1935 when Special Agents of the Federal Bureau of Investigation found Hamilton's body in a shallow grave near Oswego, Illinois. Attempts made to destroy his features in order to avert the possibility of an attempt by law enforcement officers to identify him proved abortive.

Among those whose careers were blighted by association and connection with John Dillinger was Louis Phillip Piquett, a Chicago attorney, who for years had represented criminals of a particularly undesirable type. Piquett had unsuccessfully defended Evelyn Frechette, paramour of Dillinger, and Dr. Clayton E. May, a physician who attended Dillinger for wounds received by him in a gun battle. These people were tried at St. Paul, Minnesota on May 23, 1935, at which time they were convicted on a charge of conspiracy to harbor Dillinger. Following the killing of Dillinger an intensive investigation was instituted to locate those individuals who assisted in attempts to alter the facial characteristics and fingerprints of Dillinger and Van Meter. Investigative inquiries resulted in the procurement of information implicating Piquett and a number of associates. He was charged with harboring both Dillinger and Van Meter and was indicted on September 6, 1934. He was first tried for conspiracy to harbor Dillinger and was acquitted by a jury in Chicago, Illinois on January 14, 1935. He was indicted in Chicago on March 20, 1935 on a charge of conspiracy to harbor Homer Van Meter and was convicted on this charge on June 24, 1935, being sentenced to serve a term of two years and to pay a fine of $10,000. He is now at liberty on bond pending appeal.

- - - - -

In the latter part of 1935 further success was achieved in accounting for members of the Barker-Karpis gang, kidnapers of Edward Bremer of St. Paul, and the perpetrators of a number of other major crimes, when the identity of a body found in a large barn near Ontarioville, Illinois, destroyed by fire on January 5, 1935, was established as that of William J. Harrison, a member of the gang. Harrison was a native of St. Louis and had been successively a professional golfer, a bootlegger associated with the principal members of the Al Capone syndicate, and later being a member of the Barker-Karpis gang.

Also, September 1, 1935 witnessed the final location and apprehension of William Weaver, one of the principal members of the Barker-Karpis gang, who had been actively engaged in the kidnaping of Edward George Bremer. Weaver had an extensive criminal record and was known as a particularly effective marksman. It was anticipated that trouble would arise in his apprehension. However, he was taken into custody without trouble by Special Agents of the Federal Bureau of Investigation, on a small chicken ranch purchased by him near Allandale, Florida. Myrtle Eaton, who had been living with him on this ranch and who had also been indicted for complicity in the Bremer kidnaping, was apprehended with him on September 1st, and on September 2, 1935, upon signing waivers, they were both removed to St. Paul, Minnesota, where Weaver is at present awaiting trial upon a charge of conspiring to kidnap Bremer. Myrtle Eaton will probably be tried in Florida on harboring charges.

- - - - -

The year 1935 witnessed the solution of a case which was important inasmuch as it represented a particularly evil practice which had arisen in recent years in various sections of the country, whereby robberies of jewelry and other valuables have been settled by the return of the stolen property, the payment of rewards by insurance companies and other persons interested, and the practical immunity afforded the perpetrators of the original crimes. The case in question was that involving the theft of $185,000 in jewelry from Mrs. J. C. Bell at the Miami-Biltmore Hotel, Coral Gables, Florida, on January 26, 1935. As a result of intensive investigative activity on the part of Special Agents of the Federal Bureau of Investigation, a Federal Grand Jury at New York City, on June 7, 1935, returned an indictment charging Noel C. Scaffa, the head of a private detective agency, who had specialized in operations of this kind, with perjury. Scaffa was brought to trial on July 22, 1935 and found guilty on three counts on July 26, 1935. He was sentenced on September 16, 1935 to serve six months' imprisonment on each of the three counts, the sentences to run concurrently.. Scaffa and others are presently under indictment for violation of the National Stolen Property Act. The Bureau developed information that Scaffa had secured the stolen jewels from one Robert C. Nelson, reported to be a well known "fence" functioning in matters of this type. Nelson was arrested on August 31, 1935, charged with conspiracy to violate the National Stolen Property Act, and is at present confined in Federal Detention Headquarters at New York City, awaiting prosecutive action.

The last important member of the gang which kidnaped August Luer at Alton, Illinois on July 10, 1933 was taken into custody on May 27, 1935 by Special Agents of the Federal Bureau of Investigation when Walter O'Malley, alias "Irish" O'Malley, was captured in Kansas City, Missouri without a struggle. O'Malley was tried in a state court, and on June 27, 1935 was sentenced to life imprisonment for complicity in this kidnaping, joining former associates in this crime, three of whom are also serving life sentences.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

WRG:ec

February 28, 1936

Mr. Nathan
Mr. Tolson
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Foxworth
Mr. Harbo
Mr. Joseph
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

MEMORANDUM FOR THE DIRECTOR

With reference to the proposed revised edition of the booklet "The Federal Bureau of Investigation, U. S. Department of Justice," it is suggested that prior to printing the mailing list as reflected on page 4 of the booklet, it be brought up to date.

I am in agreement with Mr. Clegg that the paragraph concerning training be revised as suggested. In the second paragraph I suggest that instead of the designation "Army rifle" that the designation "30.06 Bolt action rifle" be used.

I have no further suggestions to offer or criticisms to make regarding this booklet.

Respectfully,

W. R. Glavin.

RECORDED

APR 10 1936

62-21440-76 X

FEDERAL BUREAU OF INVESTIGATION
APR 3 .36 A. M.
U. S. DEPARTMENT OF JUSTICE

TOLSON ASST. CLK. JOSEPH MOUR TRACY FILE

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

| | |
|---|---|
| Mr. Nathan | ✓ |
| Mr. Tolson | |
| Mr. Baughman | |
| Chief Clerk | |
| Mr. Clegg | ✓ |
| Mr. Coffey | |
| Mr. Edwards | |
| Mr. Egan | |
| Mr. Foxworth | |
| Mr. Harbo | |
| Mr. Joseph | |
| Mr. Keith | |
| Mr. Lester | |
| Mr. Quinn | |
| Mr. Schilder | |
| Mr. Tamm | |
| Mr. Tracy | ✓ |
| Miss Gandy | |

SJT:emk

February 27, 1936.

MEMORANDUM FOR THE DIRECTOR.

With reference to the attached proposed bulletin entitled "The Federal Bureau of Investigation", the following suggestions are made:

Revised page entitled "History". First sentence of paragraph 3, changed to read "In 1924, while the Honorable Harlan F. Stone, presently a Justice of . . . . .". Paragraph 2, last sentence, to end as follows: ". . . ., bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations." Last paragraph of the subdivision "History", last sentence thereof beginning "With the passage of recent legislation . . . . .", the nature of the recent legislation might well be mentioned briefly.

Last sentence of paragraph 2 under subheading "Organization", be revised to read as follows: "Copies of every field office report are submitted to Washington where consolidation of the data is effected on each case, permitting the coordination of all investigative activity." Under "Personnel", fourth paragraph, it is suggested that the number of Agents holding university degrees be omitted, and that percentage be used inasmuch as on July 1, 1936, or shortly thereafter, the number of Special Agents will probably be considerably increased, whereas the percentage if quoted would not be materially affected. Information concerning the actual numerical number of Agents holding degrees and the total number in service can be released as "spot news" and also be used in speeches. Paragraph 2 under subheading "Training"; statement is made that the training school curriculum includes practice in the use of the "Army rifle". It is suggested that this term might not be technically correct. With reference to the third paragraph under the subheading "Training", I agree with Mr. Tamm in the objection set forth in his memorandum dated February 24, 1936 in that the last sentence of this paragraph should be eliminated.

Under the heading "Investigative Jurisdiction", I agree with Mr. Tamm's objections relative to this section, and in addition suggest

RECORDED

62-21440-16 X

FEDERAL BUREAU OF INVESTIGATION
APR 3 1936 A. M.
U. S. DEPARTMENT OF JUSTICE

APR 10 1936

TOLSON
CLEGG
TRACY

that the last sentence of the first paragraph be re-worded to read as follows: "Among those matters under the primary jurisdiction of this Bureau are the following:".

Under the heading "Identification Division", last paragraph, I believe a sentence should be added to this paragraph or another paragraph prepared containing the statement clarifying the Bureau's position with regard to the searching of applicant fingerprints submitted by other than law enforcement organizations and pointing out specifically that applicant prints other than as stated in the last paragraph of this section are not searched against the Bureau's criminal files.

With reference to the statement under the heading "Accomplishments" that the cost of operating the Federal Bureau of Investigation during the fiscal year 1935 was $4,626,518, this figure is questioned inasmuch as there was in addition to this a deficit of $31,372. It is suggested that the third paragraph in this section be changed to read as follows: "Sentences imposed totaled over 10,757 years." In view of the fact that this publication will be circulated mainly among the public other than law enforcement officials, it is believed that the sentences as rewritten will carry more weight.

Chief clerks thinks says this is the correct figure as well as can be ascertained to date. 3/9/36

Furnished by Dept 8-8-35

Respectfully,

S. J. Tracy.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

EAT:TAM

February 24, 1936

MEMORANDUM FOR THE DIRECTOR

Mr. Nichols
Mr. Tolson
Mr. Dalquist
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Foxworth
Mr. Harbo
Mr. Joseph
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Tamm
Miss Gandy

With reference to the attached suggested bulletin to be entitled "The Federal Bureau of Investigation, U. S. Department of Justice", I desire to make the following comments concerning the release in its present condition:

Relative to the revised page entitled, "Training", prepared by Mr. Clegg, I believe that the third paragraph should state that the "curriculum includes studies and practical training in many subjects, which are organized under the following headings".

If the sub-section entitled "Training" as appearing in the booklet is presently published, it is believed the last sentence in the first paragraph which states, "Veteran agents are recalled periodically, etc.", should be eliminated, in view of the fact that the following sub-heading is entitled, "Retraining".

Under the heading "Investigative Jurisdiction", there are outlined the major violations within the Bureau's jurisdiction, and the paragraph following this list of cases refers to the Federal laws most frequently violated, after which there are enumerated various paragraphs pertaining to the essential elements of certain of the violations. I believe that the paragraph immediately following the alphabetical list of cases within the Bureau's jurisdiction should be rewritten, since it is a duplication of the information contained in the paragraph preceding the alphabetical list.

The paragraph dealing with Extortion cases should be rewritten and the Manual of Instructions followed in rewriting, since as the paragraph now stands, it enumerates violations which are not within the Bureau's jurisdiction.

It is suggested that the paragraph dealing with the White Slave Traffic Act be rewritten to eliminate the use of the word "your".

It is believed that some sub-heading should be placed over the paragraph pointing out that the prosecution of violations of Federal Laws is a function of the United States Attorneys and not of the Bureau. Under the present set-up, this paragraph appears under the sub-heading White Slave Traffic Act, without any other identifying data.

RECORDED

62-21440-7864

FEDERAL BUREAU OF INVESTIGATION

APR 10 1936

TOLSON APR 3 1936 A. M.
JOSEPH
U.S. DEPARTMENT OF JUSTICE

With reference to the section of the booklet dealing with the Identification Division, I believe a reference should be contained therein to the answering of identification data by air mail and telegraph facilities under specified conditions.

Under the sub-heading "Wanted Notices", it is suggested that the sentence reading, "Over 400 fugitives from justice are located monthly through fingerprint comparison.", be rewritten to indicate that more than 400 fugitives are located through the posting of wanted notices against fingerprint records, each month.

With reference to that section of the proposed release dealing the Technical Laboratory, I believe we should eliminate the reference to the Bureau's water mark file, since the widespread distribution of this pamphlet will undoubtedly result in extortionists taking steps to remove the water mark from paper before using it.

With reference to the section dealing with the Technical Laboratory, I believe that this entire section could be considerably augmented and made a great deal more interesting by reference to the Spectrograph, the use of ultra-violet ray lamps, Infra-red lamps and other scientific equipment, which could be described in an interesting manner, without disclosing any investigative technique.

The section dealing with the F.B.I. Law Enforcement Bulletin should contain some reference to the fact that the listing of wanted persons is restricted to specified classes of offenses.

I believe that the paragraph dealing with the Police Training School could be considerably augmented, thereby giving the reader of this pamphlet a clear idea of the Police Training School, its functions, etc., and at the same time, avoid a considerable amount of correspondence which will result from the publishing of incomplete information about the school.

Respectfully,

E. A. Tamm

FEDERAL BUREAU OF INVESTIGATION

Room 5744 2/14 1936.

To:
- ____ Director
- X Mr. Nathan
- X Mr. Clegg
- X Mr. Tamm
- X Mr. Edwards
- ____ Mr. Egan
- X Mr. Quinn
- X Mr. Glavin
- ____ Mr. Douglas
- ____ Miss Gandy
- X Mr. Tracy
- ____ Mr. Renneberger
- ____ Mr. Joseph
- ____ Personnel Files Section
- ____ Files Section
- ____ Communications Section
- ____ Miss Sheaffer

____ _____

See Me For Appropriate Action

Send File Note and Return

I suggest this be carefully reviewed by Messrs Nathan Clegg Edwards Tamm Quinn Glavin Tracy

Clyde Tolson

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

REJ:GC

February 12, 1936.

MEMORANDUM FOR MR. TOLSON

Pursuant to your recent request, the release "The Fede
Bureau of Investigation, U. S. Department of Justice," and the r
lease "The Work and Functions of the Federal Bureau of Investig
have been taken as a basis and made into a proposed new release
attached hereto entitled "The Federal Bureau of Investigation, U
Department of Justice."

The suggested changes in the present booklet, "The Federal Bureau of Investigation, U. S. Department of Justice," are in the main, as follows:

The double space in the former booklet is being changed to single space type in the new booklet as it is believed to be more economical as well as more appropriate.

It is believed that an introduction signed by the Director should supplant the photograph of the Director as shown on the first page of the present release.

The previous occupations of the Agents are being deleted under the new release as they serve no real purpose. In addition to listing the more important violations over which the Bureau has jurisdiction, a short paragraph is devoted to the elements of the more outstanding violations as appears in the publication "The Work and Functions of the Federal Bureau of Investigation." In addition to the foregoing, a separate paragraph has been inserted covering extortion which is not covered in "The Work and Functions of the Federal Bureau of Investigation." The amendment to the Kidnaping Statute and other outstanding statutes are incorporated herein.

The photograph FBI 5-14 is being inserted in place of the present photograph FBI 5-46 in view of the fact that photograph FBI 5-14 is believed to be more appropriate.

It is recommended that the Bureau's seal be placed on the back outside cover of the booklet instead of on the inside of the front cover as at present

RECORDED

APR 10 1936

62-21440-766X

FEDERAL BUREAU OF INVESTIGATION

APR 3 1936 A. M.

TOLSON U. S. DEPARTMENT OF JUS

In general, the best material from both of the releases heretofore mentioned is being incorporated herein, and it is believed that this booklet will be an improvement over both of the foregoing and will be suitable for distribution to not only law enforcement officials, but the general public.

Authority is requested to have 15,000 copies of the attached booklet printed.

Respectfully,

R. E. Joseph.

Enclosures.

Training:

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice building have been set aside for training school purposes and the facilities of the Bureau's technical laboratory, fingerprint identification division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than thirty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the Bureau's Police Training Schools, which train members of local and state law enforcement agencies; as well as the experienced Special Agents of the Bureau who from time to time are given re-training courses.

The training school curriculum includes studies and practical training in many subjects which ~~can be~~ are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

Replaces our para. 9 Training

62-21441-16[illegible]

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

NJLP:EAM

March 13, 1936.

MEMORANDUM FOR MR. TOLSON

RE: Booklet, The Federal Bureau of Investigation, U. S. Department of Justice.

Attached hereto is the corrected copy of the new booklet entitled "The Federal Bureau of Investigation, U. S. Department of Justice," which was prepared by this Unit.

Suggestions included in the memoranda by Mr. Tracy, Mr. Tamm, Mr. H. H. Clegg, and Mr. Glavin, have been incorporated in the new draft of this release, as you requested.

Respectfully,

R. E. Joseph.

Enclosure.

I recommend approval

ENCLOSURE BEHIND FILE

RECORDED 62-21440-768X
FEDERAL BUREAU OF INVESTIGATION
MAY 2 1936 1. M.
U. S. DEPARTMENT OF JUSTICE

TOLSON JOSEPH FOUR NICHOLS SECOND FILE

MAY 2 1936

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

REJ:RWL

April 8, 1936.

MEMORANDUM FOR MR. TOLSON

In view of the fact that the revised issue of the Bureau publication entitled "The Federal Bureau of Investigation, U. S. Department of Justice" comprises a merger of the old "The Federal Bureau of Investigation" and "The Work and Functions of The Federal Bureau of Investigation," dated March 15, 1935, it is respectfully suggested that "The Work and Functions" be discontinued as a separate release.

Copies of all publications mentioned above are attached.

Respectfully,

R. E. Joseph.

R. E. Joseph.

OK
TDW
Send - behind file
aq

I am of opinion that old issues be distributed to town until supply is used

ENCLOSURE BEHIND FILE

RECORDED

62-21440-774X

APR 20 1936

FEDERAL BUREAU OF INVESTIGATION

APR 20 1936

U. S. DEPARTMENT OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

REJ:RWL

June 3, 1936.

MEMORANDUM FOR MR. TOLSON

I thought you would be interested in knowing that since the booklet "The Federal Bureau of Investigation" was first released on January 24, 1936, 43,035 copies of this booklet have been distributed and there are in addition at this time unfilled requisitions which have been approved for mailing out to schools, etc., 15,650. The demand for this booklet is far more than the supply.

The new booklet "The Selection and Training of Personnel" was first released on May 2, 1936, Since that time 4,640 copies have actually been distributed and there are at the present time approved requisitions for 11,562 more which have not been filled due to the lack of supply.

Respectfully,

R. E. Joseph.

RECORDED COPY FILED IN 62-7701-36

RECORDED 62-21440-788

JUN 12 1936

TOLSON
ONE, ONE, FOUR

CT:ACS

August 11, 1936.

MEMORANDUM FOR MR. TOLSON
MR. JOSEPH
MR. TRACY

You are advised that it will be satisfactory to revise the memorandum "Work of Federal Bureau of Investigation" once each month. This revision should be made as soon as the monthly statistical accomplishments data are available.

Very truly yours,

John Edgar Hoover,
Director.

RECORDED & INDEXED

62-21440-75

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

REJ:PM

July 22, 1936.

MEMORANDUM FOR MR. TOLSON

Re: Revision of booklet entitled "The Federal Bureau of Investigation"

Pursuant to your memorandum for the Director dated July 14, 1936, with respect to the revision of the booklet entitled "The Federal Bureau of Investigation," the writer has reviewed this booklet and suggests the following changes to bring the subject matter and figures up to date:

Introduction:

Last paragraph of the "Introduction" should be changed to read as follows:

"It is a pleasure to quote the following statement from an address by Honorable Homer S. Cummings, Attorney General of the United States, concerning the Department of Justice, of which this Bureau is an integral part: ***"

RECORDED 62-21749-196

The Director's name should be shown as "J. Edgar Hoover" rather than "J. E. Hoover" as presently used.

AUG 27 1936 P. M.

AUG 31 1936

Page 2:

Fourth paragraph, second sentence, should be deleted and the following added in its stead:

TOLSON JOSEPH MEOHI SLOT

"This law was followed shortly thereafter with the so-called Federal Crime Bills sponsored by Honorable Homer S. Cummings, Attorney General of the United States. These laws gave the Bureau jurisdiction in the Federal Anti-Racketeering Statute, National Bank and Federal Reserve Act violations, extortion cases, robberies of National Banks and Member Banks of the Federal Reserve System and Insured Banks of the Federal Deposit Insurance Corporation, and materially increased the work of the Bureau."

Page 4:

The latest office numbers and telephone numbers of the field offices, as set out on the most recent Bureau mailing list of July 16, 1936, should be used rather than the information now listed.

Page 5:

Under the section entitled "Personnel," - in third paragraph, the sentence "More than 83 per cent of the Special Agents *** " should be changed to read "Approximately 83 per cent of the Special Agents *** ."

In same section, four paragraph, the sentence "University degrees are held by approximately 78 per cent***" should be changed to read "University degrees are held by approximately 75 per cent***."

Page 6:

Photograph FBI 10-13 should be substituted for the photograph presently appearing on this page.

Page 7:

First sentence - should be changed to read "24 foreign languages" rather than "25 foreign languages."

Under section entitled "Training," second paragraph, the first sentence - should be changed to read as follows:

"A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers."

Same section, second paragraph, the third sentence should be changed to read as follows:

"Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members ***."

Page 16:

Under section entitled "Identification Division," second paragraph should be changed to read as follows:

"On July 1, 1936, there was a total of 6,094,916 fingerprint records and 7,205,485 index cards in the Bureau's archives. On July 1, 1936, more than 4,000 fingerprint records were being received in the Identification Division daily from over 9,900 contributing law enforcement agencies throughout the world."

Page 18:

Under section entitled "Wanted Notices," last paragraph, last sentence should be changed to read as follows:

"Approximately 500 fugitives from justice are located monthly through fingerprint comparison."

Page 19:

Under section entitled "International Exchange," second paragraph should be changed to read as follows:

"The exchange of fingerprints is now carried on with 73 foreign countries ***."

Page 22:

Under section entitled "Crime Statistics," the paragraph now appearing should be deleted and the following substituted:

"Approximately 2,200 police departments throughout the United States, representing a population area of over 64,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 900 sheriffs' offices, state police organizations and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,089, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies."

Page 24:

The section entitled "Police Training School" should be changed to read "FBI National Police Academy."

Same section, first paragraph, first sentence should be changed to read as follows:

"In July, 1935, the FBI National Police Academy was begun."

The information presently contained in the section entitled "Accomplishments" should be deleted and the following substituted:

"During the fiscal year of 1936, the cost of operating the Federal Bureau of Investigation was approximately $5,000,000.00 while the savings and recoveries effected in cases in which the Bureau performed investigation amounted to $34,708,815.39. Some of its other accomplishments during the same period were:

"Over ninety-four per cent of the cases investigated, which were brought to trial, resulted in convictions.

"Sentences imposed totaled over 11,067 years.

"1,089 Federal fugitives from justice were located.

"Through the Identification Division, various law enforcement officials were assisted in locating 5,731 fugitives. "

Authority is requested for the foregoing changes.

Respectfully,

R. E. Joseph.

REJ:MC August 7, 1936

MEMORANDUM FOR MR. TOLSON

Supplementing my memorandum to you of July 22, pertaining to the revision of the booklet entitled "The Federal Bureau of Investigation," and in pursuance of our recent conference, the following changes are suggested to bring the booklet up to date:

Front Outside Cover
"United States Department of Justice" should be printed in same type and size as "The Federal Bureau of Investigation" at top of cover.

Flyleaf
"United States Department of Justice" should be printed in same type and size as "Federal Bureau of Investigation."

Introduction
Paragraph 1, sentence 2, should be changed to read "By this means it is hoped to acquaint peace officers and citizens with the types of services which are available and encourage a wider use of the Bureau's facilities."

Last paragraph should be changed to read as follows:

> "It is a pleasure to quote the following statement from an address by Attorney General Homer Cummings of the United States concerning the Department of Justice, of which this Bureau is an integral part:***"

The Director's name should be shown as "J. Edgar Hoover," and, immediately below the name should appear the title "Director," followed by a period.

Chart on Next Page
"U. S. Department of Justice" should be changed to "United States Department of Justice," which should be in same type and size as "Federal Bureau of Investigation."

Page 1
"United States Department of Justice" should be in same type and size as "The Federal Bureau of Investigation."

Under "History" on the same page, paragraph 2, the first sentence should be changed to read "As Congress passed new Federal laws extending the Bureau's investigative jurisdiction ***."

RECORDED 62-21740-794

Page 2
The 4th paragraph, starting "With the passage of the Federal Kidnaping Statute

AUG 14 1936

TOLSON

FILE

***" should be entirely deleted and the following substituted:

"Recent legislation, sponsored and urged by Attorney General Cummings, extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; The Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; Prohibiting the Interstate Transportation of Prison-Made Products in Certain Cases; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; and The National Firearms Act; including, in 1934, an important Amendment to the Federal Kidnaping Statute, originally passed in 1932."

Page 2
Under "Organization," first paragraph, "The Director of the Federal Bureau of Investigation has under his jurisdiction ***" should be changed to read "The Director of the Federal Bureau of Investigation has under his direction ***." Same paragraph, line 4, "appear" should be changed to "appears."

Page 4
The latest office numbers and telephone numbers of the field offices, as set out in the most recent Bureau mailing list, should be used rather than the information now listed.

Page 5
Under section entitled "Personnel," third paragraph thereof, the sentence "More than 83 per cent of the Special Agents of the Federal Bureau of Investigation ***" should be changed to read "Approximately 83 per cent of the Special Agents of the Federal Bureau of Investigation ***."

In the same section, paragraph 4, the sentence "University degrees are held by approximately 78 per cent ***" should be changed to read "University degrees are held by approximately 75 per cent***."

Page 6
Photograph FBI 10-13 should be substituted for the photograph presently appearing on this page.

Page 7
First sentence should be changed to read "24 foreign languages" rather than "25 foreign languages."

Under section entitled "Training" the first sentence of paragraph 2 should be changed to read as follows:

> "A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers."

Same section, the third sentence of paragraph 2 should be changed to read as follows:

> "Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses."

Page 16
Under section entitled "Identification Division," paragraph 2 should be changed to read as follows:

> "On August 1, 1936, there was a total of 6,193,290 fingerprint records and 7,293,345 index cards in the Bureau's archives. On August 1, 1936, more than 4,000 fingerprint records were being received in the Identification Division daily from 9,964 contributing law enforcement agencies throughout the world."

Page 18
Under section entitled "Wanted Notices," the last sentence should be changed to read "Approximately 500 fugitives from justice are located monthly through fingerprint comparison."

Page 19
Under section entitled "International Exchange," the second paragraph should

be changed to read "The exchange of fingerprints is now carried on with 74 foreign countries ***."

Page 22
Under section entitled "Crime Statistics," the paragraph now appearing should be deleted and the following substituted:

"Approximately 2,200 police departments throughout the United States, representing a population area of over 64,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 900 sheriffs' offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,089, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies."

Page 24
The section entitled "Police Training School" should be changed to read "FBI National Police Academy."

Same section, paragraph 1, the first sentence should be changed to read as follows:

"In July, 1935, the FBI National Police Academy was begun."

The section entitled "Accomplishments" should be changed to read as follows:

"During the fiscal year 1936, the cost of operating the Federal Bureau of Investigation was $5,097,057, while the savings, fines, and recoveries effected in cases in which the Bureau performed investigation amounted to $35,148,287.83. Some of the Bureau's other accomplishments during the same period were:

Convictions in 94% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 11,067 years.

Location of 1,089 Federal fugitives from justice.

The assistance, through the Identification Division, of various law enforcement officials in locating 5,731 fugitives."

Page 25- "U. S. Department of Justice" should read "United States Department of Justice."
Pages 8, 17, and 21 - Same as Page 25.

Respectfully,

R. E. Joseph.

REJ:PM

July 22, 1936.

MEMORANDUM FOR MR. TOLSON

Re: Revision of booklet entitled
"The Federal Bureau of Investigation"

Pursuant to your memorandum for the Director dated July 14, 1936, with respect to the revision of the booklet entitled "The Federal Bureau of Investigation," the writer has reviewed this booklet and suggests the following changes to bring the subject matter and figures up to date:

Introduction:

Last paragraph of the "Introduction" should be changed to read as follows:

"It is a pleasure to quote the following statement from an address by Honorable Homer S. Cummings, Attorney General of the United States, concerning the Department of Justice, of which this Bureau is an integral part: ***"

62-21440-714

The Director's name should be shown as "J. Edgar Hoover" rather than "J. E. Hoover" as presently used.

Page 2:

Fourth paragraph, second sentence, should be deleted and the following added in its stead:

FILE

"This law was followed shortly thereafter with the so-called Federal Crime Bills sponsored by Honorable Homer S. Cummings, Attorney General of the United States. These laws gave the Bureau jurisdiction in the Federal Anti-Racketeering Statute, National Bank and Federal Reserve Act violations, extortion cases, robberies of National Banks and Member Banks of the Federal Reserve System and Insured Banks of the Federal Deposit Insurance Corporation, and materially increased the work of the Bureau."

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

CT:ec Washington, D. C. July 14, 1936

MEMORANDUM FOR THE DIRECTOR

With respect to the booklet "The Federal Bureau of Investigation," it is recommended that the last paragraph of the introduction be changed to read as follows: "It is a pleasure to quote the following statement from an address by Honorable Homer S. Cummings, Attorney General of the United States, concerning the Department of Justice, of which this Bureau is an integral part: * * * "

On Page 2, 4th paragraph, it is recommended that the second sentence be changed to read as follows: "This law was followed shortly thereafter with the so-called Federal Crime Bills sponsored by Honorable Homer S. Cummings, Attorney General of the United States. These laws gave the Bureau jurisdiction in the Federal Anti-Racketeering Statute, National Bank and Federal Reserve Act violations, extortion cases, robberies of National Banks and Member Banks of the Federal Reserve System and Insured Banks of the Federal Deposit Insurance Corporation, and materially increased the work of the Bureau."

It is further recommended in the revision of the booklet that all statistical information pertaining to the Identification Division, to Crime Statistics and to the Accomplishments of the Bureau be brought up to date.

Respectfully,

Clyde Tolson.

ENCLOSURE BEHIND FILE

RECORDED

62-21440-794

FEDERAL BUREAU OF INVESTIGATION
AUG 13 1936 P.M.
U. S. DEPARTMENT OF JUSTICE

TOLSON | JOSEPH | FILE

AUG 14 1936

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 36
Page 42 ~ Duplicate Serial 589
Page 43 ~ Duplicate Serial 589
Page 44 ~ Duplicate Serial 589
Page 45 ~ Duplicate Serial 589
Page 46 ~ Duplicate Serial 589
Page 47 ~ Duplicate Serial 589
Page 54 ~ Duplicate Serial 589
Page 56 ~ Duplicate Serial 589
Page 57 ~ Duplicate Serial 589
Page 58 ~ Duplicate Serial 589
Page 59 ~ Duplicate Serial 589
Page 61 ~ Duplicate Serial 589
Page 62 ~ Duplicate Serial 589
Page 64 ~ Duplicate Serial 589
Page 83 ~ Duplicate Serial 589
Page 84 ~ Duplicate Serial 589
Page 85 ~ Duplicate Serial 589
Page 86 ~ Duplicate Serial 589
Page 89 ~ Duplicate Serial 589
Page 90 ~ Duplicate Serial 589
Page 128 ~ Duplicate Serial 695
Page 139 ~ Duplicate Serial 685
Page 145 ~ Duplicate Serial 685
Page 146 ~ Duplicate Serial 685
Page 152 ~ Duplicate Serial 685
Page 153 ~ Duplicate Serial 685
Page 157 ~ Duplicate Serial 705
Page 158 ~ Duplicate Serial 705
Page 163 ~ Duplicate Serial 705
Page 170 ~ Duplicate Serial 685
Page 255 ~ Duplicate Serial 726
Page 259 ~ Duplicate Serial 726
Page 264 ~ Duplicate Serial 726
Page 373 ~ Duplicate Serial 796
Page 374 ~ Duplicate Serial 796
Page 375 ~ Duplicate Serial 796

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Section 3

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

REJ:LCB

May 11, 1937.

MEMORANDUM FOR MR. TOLSON

The writer has reviewed the booklet entitled "The Federal Bureau of Investigation" with a view to bringing it up to date and recommends the following changes:

Page 2 - Under division "Organization," subdivision should be "Field Division Offices" instead of "Field Offices." "37" should be changed to "47" and "field offices should be changed to "field division offices."

Page 3 - New map showing 47 field divisions should be substituted for the present one.

Page 4 - List of 47 field divisions should be substituted for the 37 enumerated on this page.

Page 5: 2nd line - "the field offices" should be changed to read "these offices." Line 5 - "field offices" should be changed to read "field division offices." Line 7 - "field office" should be changed to "field division office." Line 8 - "field" should be changed to read "such." Line 15 - "field office" should be changed to read "field division office." Line 19 - "field offices" should be changed to read "field division offices." Sentence beginning on Line 28 should be deleted.

Page 6 - The attached photograph, FBI 10-13 should be substituted for the photograph presently shown.

Page 7: 2nd line - "83 per cent" should be changed to "84 percent." Line 5 - "75 percent" should be changed to read "76 percent." Line 7 - "24 foreign languages" should be changed to read "21 foreign languages." Line 8 - "nearly" should be changed to read "approximately."

Page 11 - Under division "Crimes on Government Reservations" last line in paragraph, "field office" should be changed to read "field division office."

RECORDED 62-21440-808

Page 12: Line 12 - "field office" should be changed to read "field division office."

Page 13 - Under paragraph entitled "Kidnaping" next to last sentence "field office" should be changed to read "field division office."

Page 14: 4th Line - "field office" should be changed to read "field division office."

Page 16: Line 5 - "field office" should be changed to read "field division office." Under "Identification Division" second paragraph, the sentence beginning "On August 1, 1936," should be changed to read "On May 1, 1937, there was a total of 7,126,644 fingerprint records and 8,297,419 index cards in the Bureau's archives." The following sentence should be changed to read "On May 1, 1937, more than 6400 fingerprint records were being received in the Identification Division daily from 10,416 contributing law enforcement agencies throughout the world."

Page 18: Under paragraph entitled "Wanted Notices," next to the last line in paragraph "approximately 500 fugitives" should be changed to read "Over 500 fugitives."

Page 19 - Line 6: "74 foreign countries" should be changed to read "81 foreign countries.

Page 21 - The attached photograph, FBI 5-15, should be substituted for the present photograph on this page.

Page 22 - Last sentence, 3rd paragraph, a comma should be inserted after the word "examined." Under the paragraph entitled "The FBI Law Enforcement Bulletin" second line, delete the word "called" and substitute the word "entitled." Under paragraph entitled "Crime Statistics" the first, second, and third sentences should be deleted and the following substituted: "More than 2,300 police departments throughout the United States, representing a population area of over 65,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,100 sheriffs' offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,431, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution."

Page 23 - Chart 37-45 should be substituted for the chart presently shown.

Page 24 - Under section entitled "FBI National Police Academy" third line, insert after words "available to" the words "local, municipal, county and state." Second paragraph under this section, last sentence, insert after the words "selected representatives" the words "under forty-six years of age." Under section entitled "Accomplishments" delete the printed material and substitute therefor "During the first three quarters of the fiscal year 1937, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to $32,568,125.74, as compared to a net appropriation of $5,925,000 for the entire fiscal year. Some of the Bureau's other accomplishments during the same nine months' period were:

"Convictions in 95.5% of the cases investigated which were brought to trial.

"Imposition of sentences totaling over 9,315 years, in addition to 12 life sentences.

"Location of 968 Federal fugitives from justice.

"The assistance, through the Identification Division, to various law enforcement officials in locating 4,657 fugitives."

Page 25 - Delete the plaque set forth on this page and substitute the attached revised plaque, FBI 20-1.

It is recommended that the foregoing changes be approved and authority granted to have 10,000 copies of this booklet prepared at this time by Mr. Renneberger's section.

Respectfully,

R. E. Joseph.

Enclosure

Suggestions:

1. I dont like the phrase "Field Division offices". Suggest "Field Divisions" when referring to the whole territory covered by one office and "Field offices" when the Headquarters office is meant. OK

No 2. Page 7 - Omit 1st complete par. 84 To were lawyers or accountants - Too many leaves questions arise as to the others

No 3. Omit death notices, page 25 plague

62-21440-808

FEDERAL BUREAU OF INVESTIGATION

Room 5642 _____ 1937.

To:

| | |
|---|---|
| ____Director | ____Mr. Crowl |
| ____Mr. Nathan | ____Mr. Patterson |
| ____Mr. Tolson | ____Mr. Joseph |
| ____Mr. Clegg | ____Mr. Tracy |
| ____Mr. Tamm | ____Mr. Dawsey |
| ____Miss Gandy | ____Miss Avery |
| ____Mr. Renneberger | ____Miss Laubinger |
| ____Mr. Coffey | ____Files |
| ____Mr. Schilder | ____Communications Section |
| ____Chief Clerk | |
| ____Personnel Files | |

See Me
Phone Me
Record & return

Send File
Note & return
Record & Route

T. D. Quinn

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

REJ:FML

July 9, 1937.

MEMORANDUM FOR MR. TOLSON

Re: Revision of booklet "The Federal Bureau of Investigation"

The following suggestions are made in order that the booklet "The Federal Bureau of Investigation" may be brought up-to-date at this time:

Fly-leaf. Delete "May 29, 1937" and substitute therefor "July 10, 1937."

Page 4. The up-to-date mailing list should be used in place of that presently shown on this page.

Page 16. Under section, Identification Division, delete entire second paragraph and substitute therefor:

"On July 1, 1937, there was a total of 7,360,458 fingerprint records and 8,581,013 index cards in the Bureau's archives. On July 1, 1937, approximately 5,000 fingerprint records were being received in the Identification Division daily from 10,465 contributing law enforcement agencies throughout the world."

Page 19. First paragraph, second line therein, after word "countries" place a comma and add the word "colonies,".

Page 24. Under section, Accomplishments, delete entire section and substitute therefor:

"During the past fiscal year ending June 30, 1937, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to *$---------, as compared to *$-------- which it cost the Government to operate the entire Bureau for the same period of time. Some of the Bureau's other accomplishments during the same twelve months' period were:

Convictions in *----% of the cases investigated which were brought to trial.

62-21440-8

ENCLOSURE BEHIND FILE

TOLSON JUL 29 1937

Imposition of sentences totaling over *---- years, in addition to *--- life sentences.

Location of *--- Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 6,223 fugitives."

(*) These figures, while not available at the time this memorandum is being prepared, have been promised by the Chief Clerk's office within the next few days and will be substituted at that time. In the meantime, it is recommended that the other pages of the booklet be printed.

Page 25. Delete photograph of plaque appearing thereon and substitute the photograph of the plaque including the name of Agent Truett E. Rowe.

Authority is requested to have Mr. Renneberger's section print 20,000 of this booklet at the present time.

Respectfully,

R. E. Joseph.

601 Richmond Trust Building,
Richmond, Virginia.

August 5, 1937

MEMORANDUM FOR SPECIAL AGENTS AND CLERICAL EMPLOYEES:-

There is being furnished you herewith a copy of the Bulletin, "Federal Bureau of Investigation." You should acquaint yourself fully with this Bulletin and in the event you have any friends or acquaintances or individuals with whom you come in contact, it is suggested that you submit these names to the office and that you furnish a Bulletin to them. For your information, there is a sufficient supply on hand at the office, and in the event you desire any of them, please so advise me and a sufficient quantity will be furnished you.

A. G. BERENS,
Special Agent in Charge.

AGB:VG

cc: Bureau

RECORDED 62-1[illegible]-817

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation
## United States Department of Justice
## Washington, D. C.

WRG:MTS

March 21, 1938.

MEMORANDUM FOR MR. TOLSON

Mr. Lever of the Anti-Trust Division telephonically communicated with the Director's Office and desired to secure a copy of the Federal Bureau of Investigation booklet dated July 10, 1937, containing a reference to anti-trust laws.

I called Mr. Lever and advised him that I had been unable to locate this booklet; however, the search would be continued and if the booklet was found he would be advised. In discussing this matter with him, I ascertained that the Bureau had forwarded to the Anti-Trust Division under date of March 3, 1938, a communication received from one Charles J. Upham of Idaho Falls, Idaho, in which Mr. Upham complains of a violation of the anti-trust laws, making direct reference to this Bureau's publication under date of July 10, 1937. In view of this fact, and with the approval of the Director, a copy of the booklet was furnished him.

Respectfully,

W. R. Glavin.

Mr. Nathan .....
Mr. Tolson .....
Mr. Baughman .....
Mr. Clegg .....
Mr. Coffey .....
Mr. Crowl .....
Mr. Egan .....
Mr. Foxworth .....
Mr. Glavin .....
Mr. Harbo .....
Mr. Hottel .....
Mr. Lester .....
Mr. McIntire .....
Mr. Naugaton .....
Mr. Nichols .....
Mr. Pennington .....
Mr. Schilder .....
Mr. [illegible] .....
Mr. Tracy .....
Miss Gandy .....

RECORDED COPY FILED IN 94-4-1369-3

RECORDED
&
INDEXED

62-21440-886
FEDERAL BUREAU OF INVESTIGATION
MAR 25 1938 A.M.
U.S. DEPARTMENT OF JUSTICE
TOLSON
FILE

DO-8

TO [redacted]

OFFICIAL INDICATED BELOW BY CHECK MARK

| | |
|---|---|
| Mr. Nathan | ( ) |
| Mr. Tolson | ( ) |
| Mr. Baughman | ( ) |
| Miss Beahm | ( ) |
| Mr. Clegg | ( ) |
| Mrs. Cleveland | ( ) |
| Mr. Coffey | ( ) |
| Mr. Crowl | ( ) |
| Mr. Egan | ( ) |
| Mr. Foxworth | ( ) |
| Miss Gandy | ( ) |
| Mr. Glavin | ( ) |
| Mr. Harbo | ( ) |
| Mr. Hottel | ( ) |
| Mr. Kleinkauf | ( ) |
| Miss Laubinger | ( ) |
| Mr. Lester | ( ) |
| Mr. McIntire | ( ) |
| Mr. Naughten | ( ) |
| Mr. Nichols | ( ) |
| Mr. Pennington | ( ) |
| Mr. Renneberger | ( ) |
| Mr. Schilder | ( ) |
| Mr. Tamm | ( ) |
| Mr. Tracy | ( ) |
| Miss White | ( ) |
| Files Section | ( ) |
| Personnel Files | ( ) |

Hold for Hoover Boss when Back

| | |
|---|---|
| For Your Information | ( ) |
| Note and Return | ( ) |
| File | ( ) |
| Return with File | ( ) |

What about this?

[redacted]

DO-5

OFFICE OF DIRECTOR
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Hottel
Mr. Kleinkauf
Mr. Lester
Mr. McIntire
Mr. Naughten
Mr. Nichols
Mr. Pennington
Mr. Rosen
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

## Record of Telephone Call or Visitor.

March 21 1938.

Time 9:03 AM

Name Mr. Lever, tele.

Anti-Trust Division

Referred to

Details:

Advised that he has called this Bureau on two or three occasions requesting to be furnished with copies of a Bureau Publication of July 10th, and that he has not yet received these publications and is very anxious to do so. Mr. Lever would like to be called on Extension 83 and advised concerning his request. The writer advised him that his request would be checked on.

RECORDED

62-21440-886

It will be recalled that the publication Mr. Lever desires is the pamphlet entitled "Federal Bureau of Investigation". Mr. Glavin has been contacted and advised that Mr. Lever should be referred to him in the event he calls again. gan

MAR 24 1938
U.S. DEPARTMENT OF JUSTICE

FOUR TOLSON TAMM ... RES. 3-21-38

FILED

94-4-1369-3 RECORDED COPY FILED IN

DO-5

OFFICE OF DIRECTOR
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Hottel
Mr. Kleinkauf
Mr. Lester
Mr. McIntire
Mr. Naughten
Mr. Nichols
Mr. Pennington
Mr. Rosen
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

Record of Telephone Call or Visitor.

Mar. 15
1938.

Time 10:45

Name John Lever, Atty. in Antitrust Division, tele.

Referred to

Details:

Stated he had spoken to someone several days ago about getting several copies of a booklet put out by the Bureau dated July 10, 1937, which stated therein that violations of the antitrust law should be referred to the Bureau. He stated that he had a letter from a man referring to this booklet; that he has not seen the booklet and would like to secure several copies of it, one for the man who wrote him and one for his own information.

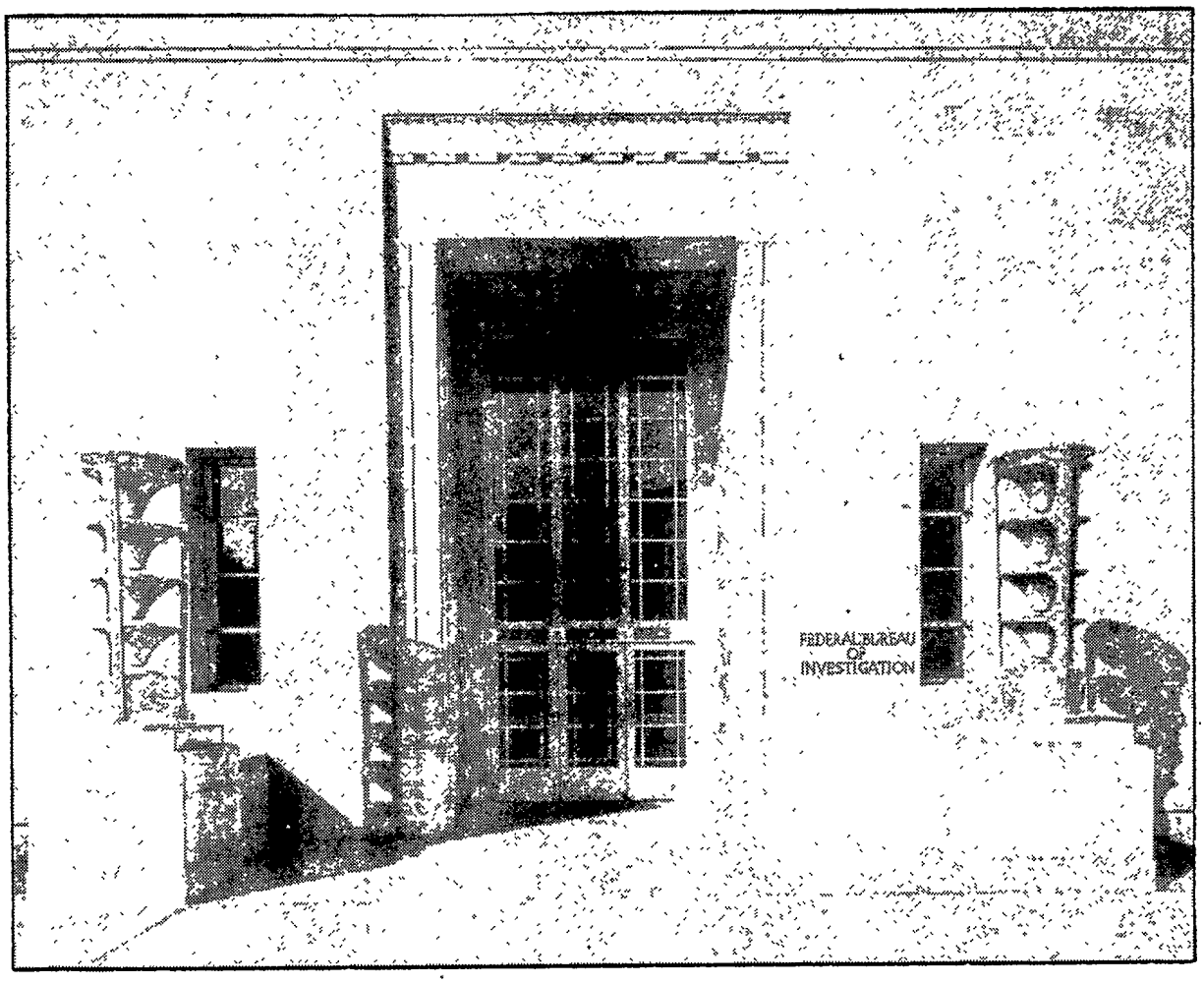
RECORDED 62-21490-886

Mr. McGuire in Research advises he talked to Mr. Lever; that he has taken no action on this request pending the return of Mr. Nichols as he understands matters of this kind have to have the approval of the Director.

Attached is the booklet on the work of the Bureau which Mr. Lever desires. Shall booklet copies be furnished him?cek

RECORDED COPY FILED IN 94-4-1369-3

# THE FEDERAL BUREAU OF INVESTIGATION




# UNITED STATES DEPARTMENT OF JUSTICE

62- 21440-886

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

JULY 10, 1937.

## Introduction

This publication is issued for the purpose of acquainting the public and law enforcement agencies with the work and facilities of the Federal Bureau of Investigation, United States Department of Justice. By this means it is hoped to acquaint peace officers and citizens with the types of services which are available and encourage a wider use of the Bureau's facilities. There is presented herein an outline of the investigative, identification, technical laboratory, and crime statistics functions of the Bureau and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions.

The administration of the Federal Bureau of Investigation is based upon the rule and policy, fundamental in the work of every Special Agent in the field, of working in the closest cooperation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote the following statement from an address by Attorney General Homer Cummings of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

J. Edgar Hoover

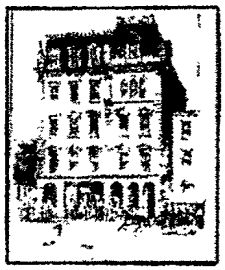
Director.

# Federal Bureau of Investigation
# United States Department of Justice
John Edgar Hoover, Director

# Principal Offices of the Department of Justice

CREATED BY CONGRESS, ON JUNE 22, 1870, THE DEPARTMENT OF JUSTICE BECAME IN REALITY AN EXECUTIVE BRANCH OF THE GOVERNMENT. PREVIOUSLY THIS BRANCH HAD LED A SOMEWHAT NOMADIC EXISTENCE, BEING QUARTERED FROM TIME TO TIME IN VARIOUS PARTS OF OTHER FEDERAL BUILDINGS.

IN 1871, A TEN YEAR LEASE WAS TAKEN ON THREE FLOORS OF THE OLD FREEDMEN'S BANK BUILDING, LOCATED AT THE INTERSECTION OF PENNSYLVANIA AVENUE AND FIFTEENTH STREET. THE RIGGS BANK BUILDING PRESENTLY OCCUPIES THIS SITE. IN 1882, CONGRESS AUTHORIZED THE PURCHASE OF THE FREEDMEN'S BANK BUILDING; GIVING TO THE DEPARTMENT OF JUSTICE ITS FIRST REAL HOME. WHEN, IN 1893, CONGRESS APPROPRIATED $1,000,000 FOR THE ERECTION OF A DEPARTMENT OF JUSTICE BUILDING, THE BANK BUILDING WAS VACATED. THIS FUND WAS RESCINDED WHEN NO SUITABLE SITE FOR THE NEW BUILDING COULD BE BOUGHT.



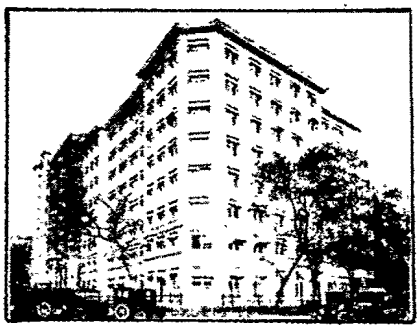
PRIOR TO 1899

FROM 1899 UNTIL 1917 THE ATTORNEY GENERAL AND HIS STAFF OCCUPIED THE BUILDING LOCATED ON K STREET BETWEEN VERMONT AVENUE AND FIFTEENTH STREET. THE OTHER UNITS OF THE DEPARTMENT WERE DISTRIBUTED IN VARIOUS PARTS OF THE CITY. TO RELIEVE THIS INTOLERABLE SITUATION LEASE WAS TAKEN TO THE BUILDING AT THE NORTHEAST CORNER OF VERMONT AVENUE AND K STREET. THE DEPARTMENT WAS DESTINED TO OUTGROW THIS BUILDING.

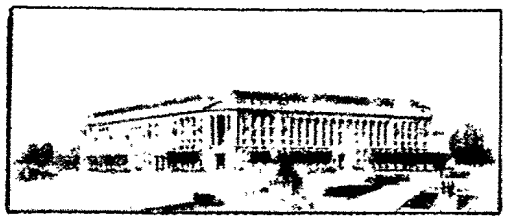
ON OCTOBER 25, 1934, THE PRESENT MAGNIFICENT DEPARTMENT OF JUSTICE BUILDING WAS DEDICATED. IT WAS BUILT IN THE SPIRIT OF THOSE LOFTY IDEALISTS WHO FOUNDED THE TWELFTH CENTURY LAW SCHOOL AT BOLOGNA, WHO VISUALIZED JUSTICE AS, "CLOTHED WITH DIGNITY, INEFFABLY SHINING WITH REASON AND EQUITY, AND SUPPORTED BY RELIGION, LOYALTY, CHARITY, RETRIBUTION, REVERENCE AND TRUTH."



1899 TO 1917



1917 TO 1934



NEW DEPARTMENT OF JUSTICE BUILDING

# THE FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

---

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction.

This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

Recent legislation, sponsored and urged by Attorney General Cummings, extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; Prohibiting the Interstate Transportation of Prison-Made Products in Certain Cases; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; and The National Firearms Act; including, in 1934, an important Amendment to the Federal Kidnaping Statute, originally passed in 1932.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction forty-seven field divisions strategically located in forty-


FIELD DIVISION DISTRICTS
ALASKA
HAWAII
PUERTO RICO
(1) ABERDEEN
(2) ALASKA
(3) ATLANTA
(4) BIRMINGHAM
(5) BOSTON
(6) BUFFALO
(7) BUTTE
(8) CHARLOTTE
(9) CHICAGO
(10) CINCINNATI
(11) CLEVELAND
(12) DALLAS
(13) DENVER
(14) DES MOINES
(15) DETROIT
(16) EL PASO
(17) HARTFORD
(18) HAWAII
(19) HUNTINGTON
(20) INDIANAPOLIS
(21) KANSAS CITY
(22) KNOXVILLE
(23) LITTLE ROCK
(24) LOS ANGELES
(25) LOUISVILLE
(26) MEMPHIS
(27) MIAMI
(28) MILWAUKEE
(29) NEWARK
(30) NEW ORLEANS
(31) NEW YORK
(32) OKLAHOMA CITY
(33) OMAHA
(34) PEORIA
(35) PHILADELPHIA
(36) PHOENIX
(37) PITTSBURGH
(38) PORTLAND
(39) PUERTO RICO
(40) RICHMOND
(41) SALT LAKE CITY
(42) SAN ANTONIO
(43) SAN FRANCISCO
(44) SEATTLE
(45) ST. LOUIS
(46) ST. PAUL
(47) WASHINGTON
(48) HEADQUARTERS

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 610 Alonzo Ward Hotel | 4652 |
| 2 Alaska, Juneau | 507 Federal | 75 |
| 3 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 4 Birmingham, Ala. | 320 Federal | 7-1755 |
| 5 Boston, Mass. | 10 Post Office Square, Room 950 | Liberty 8470 |
| 6 Buffalo, N. Y. | 400 U. S. Court House | Cleveland 2030 |
| 7 Butte, Montana | 302 Federal | 2-4734 |
| 8 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 9 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 10 Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 11 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 12 Dallas, Texas | 1206 Tower Petroleum | 2-9086 |
| 13 Denver, Colorado | 722 Midland Savings | Main 6241 |
| 14 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 15 Detroit, Mich. | 911 Federal | Cadillac 2835 |
| 16 El Paso, Texas | 202 U. S. Court House | Main 501 |
| 17 Hartford, Conn. | 907 American Industrial | 7-9222 |
| 18 Hawaii, Honolulu | | |
| 19 Huntington, W. Va. | 700 West Virginia | 8928 |
| 20 Indianapolis, Ind. | 506 Fletcher Trust | Riley 5416 |
| 21 Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| 22 Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 23 Little Rock, Ark. | 500 Rector | 6734 |
| 24 Los Angeles, Calif. | 903 Pacific Commerce | Mutual 2201 |
| 25 Louisville, Ky. | 775 Starks | Jackson 5139 |
| 26 Memphis, Tenn. | 2401 Sterick | 8-1850 |
| 27 Miami, Florida | 1300 Biscayne | 3-5558 |
| 28 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 29 Newark, N. J. | 936 Raymond-Commerce | Market 2-5511 |
| 30 New Orleans, La. | 1308 Masonic Temple | Raymond 1965 |
| 31 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 32 Oklahoma City, Okla. | 224 Federal | 2-8186 |
| 33 Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| 34 Peoria, Ill. | 300 Commercial Merchants Nat'l Bank & Trust Co. | 4-5800 |
| 35 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 36 Phoenix, Arizona. | 316 Security | 3-4870 |
| 37 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 38 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 39 Puerto Rico, San Juan | 204 Federal | 1311 |
| 40 Richmond, Virginia | 601 Richmond Trust | 2-6464 |
| 41 Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 42 San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| 43 San Francisco, Calif. | 1105 Mills Tower | Exbrook 2679 |
| 44 Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 45 St. Louis, Mo. | 423 U.S. Court House & Custom House | Garfield 0360 (2120)* |
| 46 St. Paul, Minn. | 404 New York | Garfield 7509 |
| 47 Washington, D. C. | 2266 United States Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711. The Offices in Alaska, Hawaii, and Puerto Rico do not possess teletypewriter equipment.

seven key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

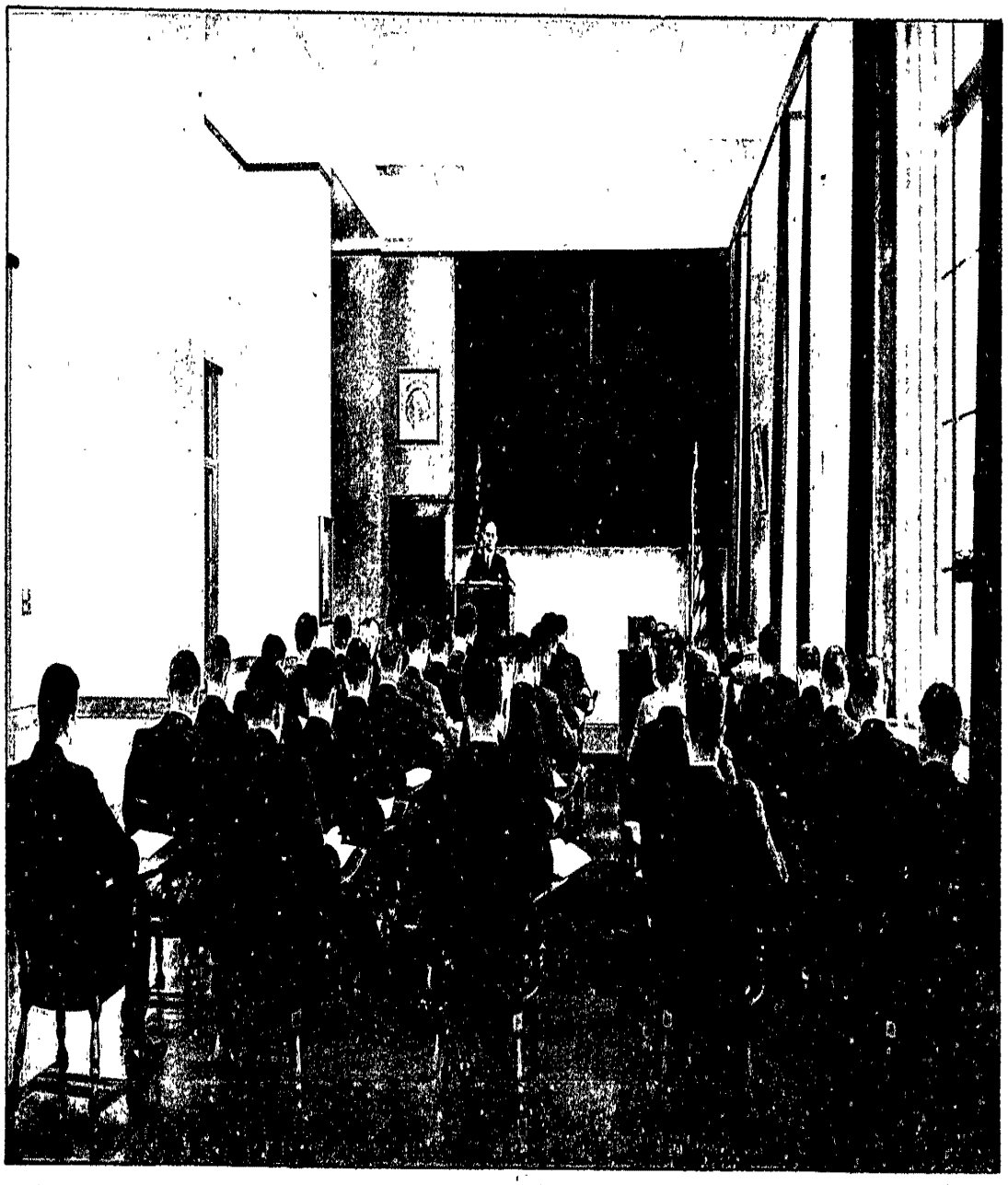
Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.



SPECIAL AGENTS RECEIVING TRAINING AT THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

Approximately 84 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 76 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 21 foreign languages, and prior to appointment were engaged in approximately 100 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice Building have been set aside for training school purposes and the facilities of the Bureau's Technical Laboratory, fingerprint Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization



SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, PRACTICING WITH THE AUTOMATIC RIFLE.

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

Retraining

Experienced Agents are returned to Washington for retraining purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property

Espionage
Extortion Cases
Federal Anti-Racketeering Statute
Federal Kidnaping Act
Federal Reserve Bank Act
Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or
Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of
Federal Reserve System, and Insured Banks
of the Federal Deposit Insurance Corporation
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

## Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

## Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property; or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over

which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or oral message, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase

or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise is guilty of violating a Federal Law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Further, on January 24, 1936, the President approved an act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen

anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, se-

curities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation.

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of In-

vestigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

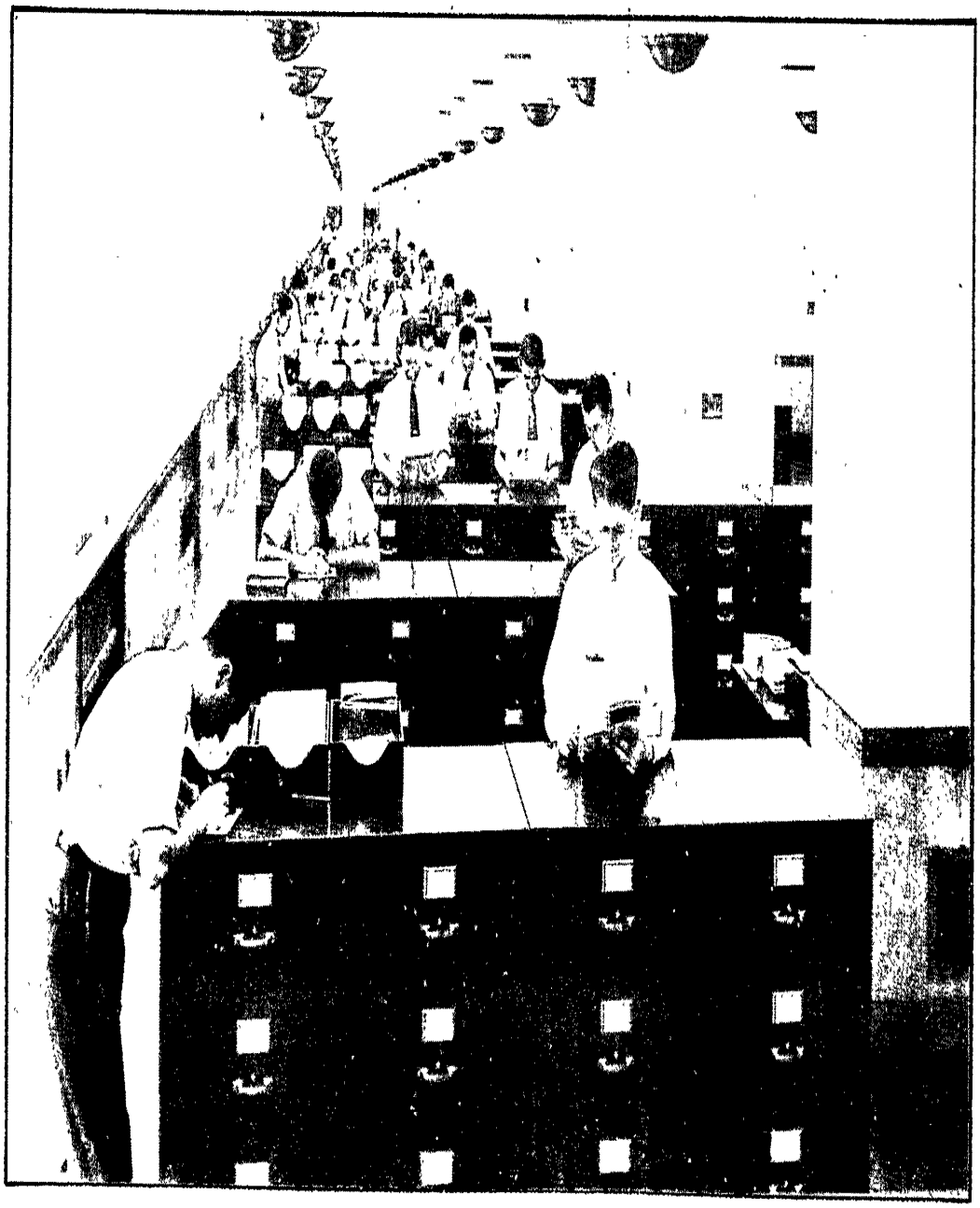
## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On July 1, 1937 there was a total of 7,360,458 fingerprint records and 8,581,013 index cards in the Bureau's archives. On July 1, 1937, approximately 5,000 fingerprint records were being received in the Identification Division daily from 10,465 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contribu-



CLASSIFYING AND COMPARING THE FINGER IMPRESSIONS OF CRIMINALS IN A PORTION OF THE FINGERPRINT FILES SECTION OF THE IDENTIFICATION DIVISION, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

tor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. Over 500 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 81 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest feature of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the

fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

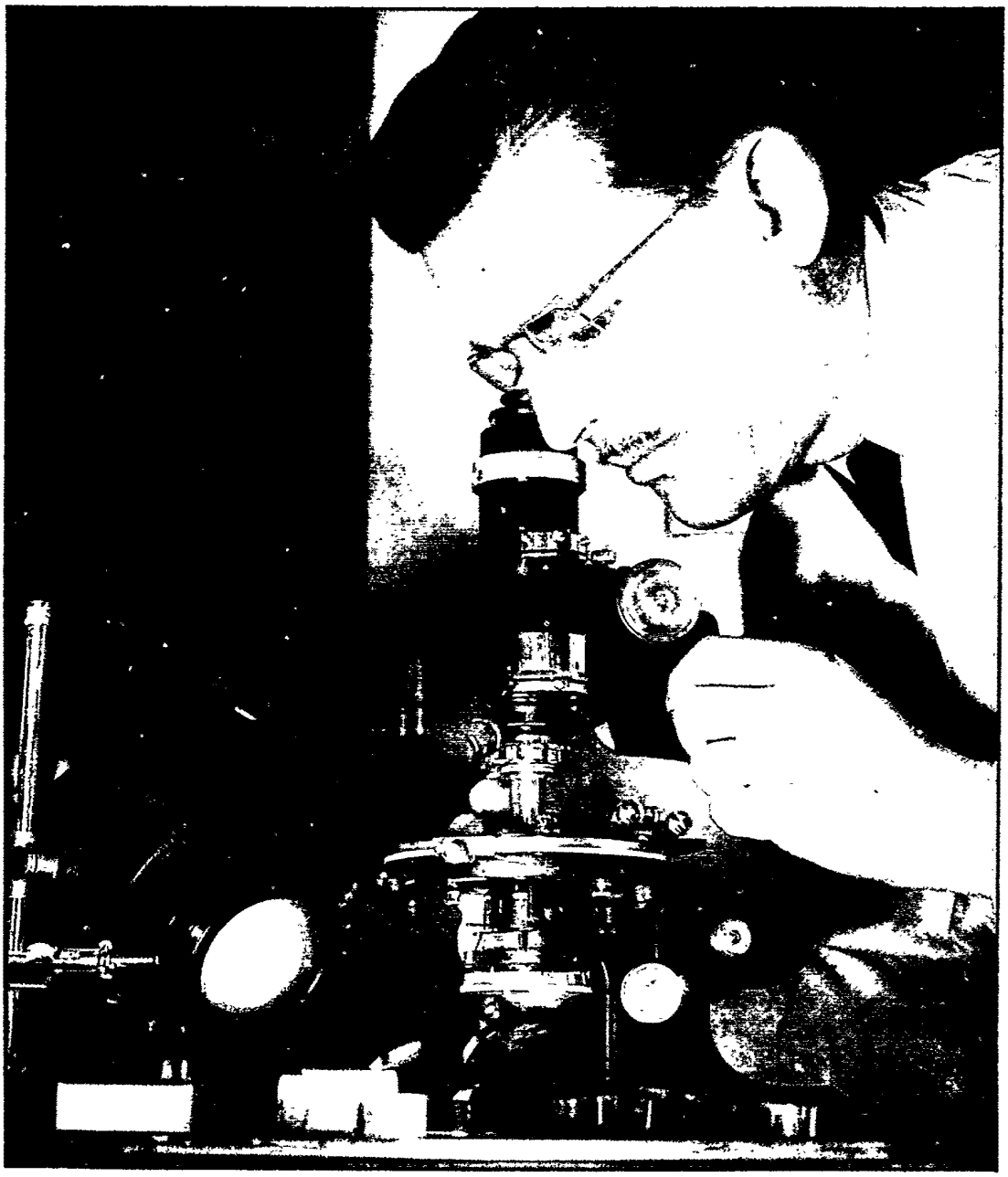
## TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer calipers, color charts, and special apparatus for ultra-violet light and infra-red sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.



A LABORATORY TECHNICIAN USING THE PETROGRAPHIC MICROSCOPE FOR SOIL AND DIRT EXAMINATION, TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are available to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

### The FBI Law Enforcement Bulletin

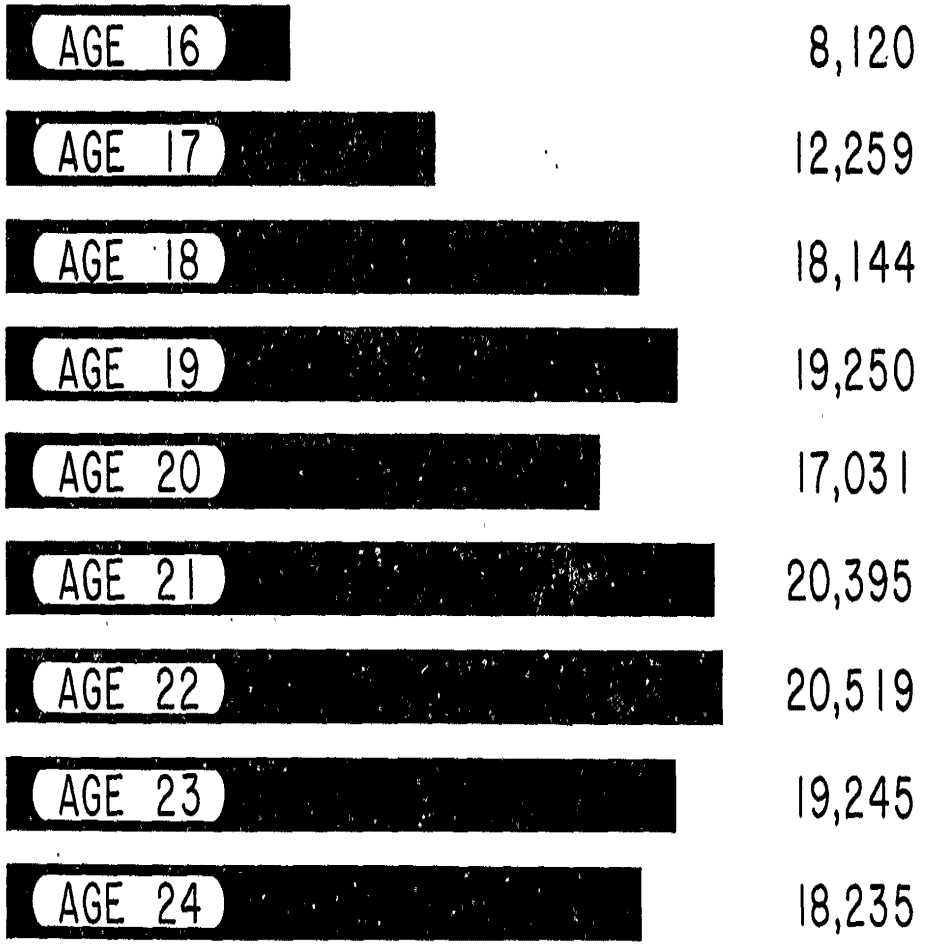
Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

More than 2,300 police departments throughout the United States, representing a population area of over 65,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,100 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,431, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale.

## NUMBER OF PERSONS ARRESTED - AGES 16 TO 24

DATA COMPILED FROM FINGERPRINT CARDS: JANUARY 1, - DECEMBER 31, 1936



These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

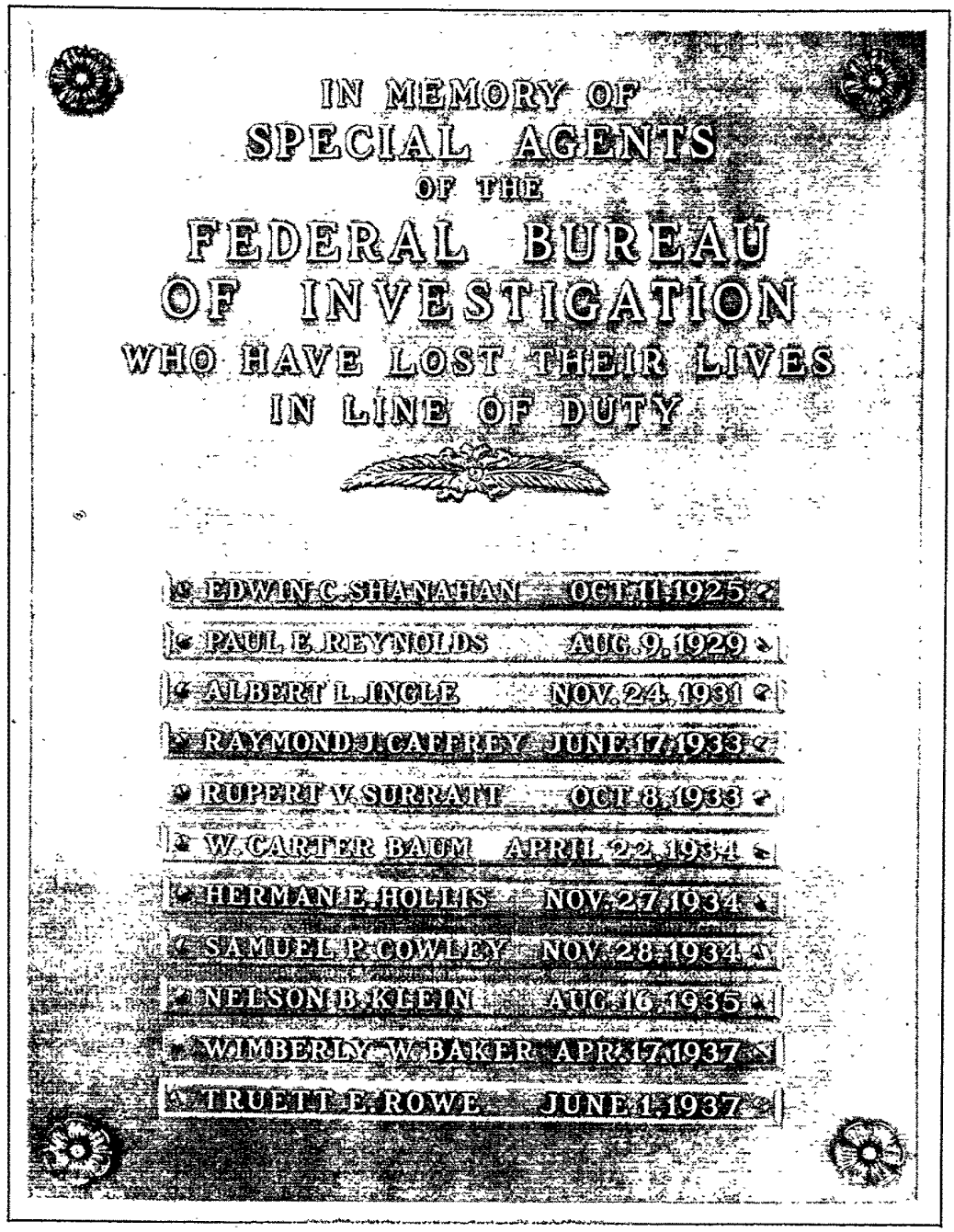
During the past fiscal year ending June 30, 1937, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to $41,438,370.22, as compared to an appropriation to operate the FBI during the same period of $5,925,000. Some of the Bureau's other accomplishments during the same twelve months' period were:

Convictions in 94.67% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 13,322 years, in addition to 2 death sentences and 13 life sentences.

Location of 1,303 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 6,223 fugitives.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

62-21440-902

**CHANGED TO**

94-3-1-2428X

LMH:ICP
62-21440-958

October 22, 1938

Mr. J. H. Vincent
Federal Bureau of Investigation
U. S. Department of Justice
501 Healey Building
Atlanta, Georgia

Dear Mr. Vincent:

The Bureau is in receipt of your letter dated October 6, 1938, setting forth the suggestion of Special Agent Frank J. McArdle to the effect that copies of the booklet "The Federal Bureau of Investigation" be transmitted to newly elected and appointed law enforcement officers in the State of Georgia.

The Bureau believes that this is a good suggestion and approves your directing a letter to the newly elected and appointed officials transmitting a copy of the booklet. In compliance with your request there are being forwarded to you under separate cover six hundred copies of this publication. It is suggested that in your letter you furnish the telephone number of the Atlanta Field Division and invite the officials to visit the office in the event they are in the city. In addition it is suggested that as rapidly as possible the Agents assigned to your Division call upon the new law enforcement officers in your State in order to make a personal contact.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson
Mr. Nathan
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Dawsey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Lester
Mr. McIntire
Mr. Nichols
Mr. Quinn Tamm
Mr. Tracy
Miss Gandy

62-21440-958

**Federal Bureau of Investigation**

**United States Department of Justice**

Atlanta, Georgia
October 6, 1938

| | |
|---|---|
| Mr. Tolson | ✓ |
| Mr. Nathan | |
| Mr. E. A. Tamm | |
| Mr. Clegg | |
| Mr. Coffey | |
| Mr. Crowl | |
| Mr. Dawsey | |
| Mr. Egan | |
| Mr. Foxworth | |
| Mr. Glavin | |
| Mr. Harbo | |
| Mr. Lester | |
| Mr. McIntire | |
| Mr. Nichols | ✓ |
| Mr. Quinn Tamm | |
| Mr. Tracy | |
| Miss Gandy | |

80-1
JWV:hm

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

Special Agent FRANK J. McARDLE has made a suggestion which I desire to have the Bureau pass upon and advise me. He has proposed that copies of the booklet entitled, "The Federal Bureau of Investigation, United States Department of Justice" dated April 1, 1938 be transmitted to all law enforcement officials within the State of Georgia. His suggestion is based upon the idea that there are some recently elected and appointed law enforcement officials throughout this State who are not entirely familiar with the investigative jurisdiction of this Bureau and if they have this pamphlet which they might use as a reference, it is likely that cases within this Bureau's jurisdiction which have not heretofore been considered such by these officers, will now be referred to this office. I believe this is a good suggestion and if the Bureau concurs it is requested that this office be furnished with 600 copies of this booklet, to be furnished each Sheriff and each Chief of Police within the State of Georgia.

If this suggestion is approved Bureau authority is requested for me to direct to them a letter as follows:

"There is being enclosed herewith a pamphlet entitled THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE. Among other things contained in this booklet there is a list of the violations of Federal law which are within the investigative jurisdiction of the FBI. I thought it might be helpful to you on occasions in determining the investigative jurisdiction of certain types of violations which you happen to encounter to have this booklet as a reference."

RECORDED & INDEXED 62-2141-958

Very truly yours, FEDERAL BUREAU OF INVESTIGATION

OCT 8 1938

J. W. VINCENT, S.A.
Special Agent in Charge

U. S. DEPARTMENT OF JUSTICE

TOLSON ✓ ONT. OLE RICHMAN SOUTH

Ans 10-27-38
L.B.N.
Lt. Mr. Tracy 10-25-38

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

August 24, 1938

JHM:HA

MEMORANDUM FOR MR. TOLSON

Mr. Nathan
Mr. Tolson
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Dawsey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Lester
Mr. McIntire

Supplementing my memorandum of August 13, 1938, the following additional changes are suggested in the pamphlet, "Federal Bureau of Investigation."

The title page should be changed to indicate September 1, 1938 as the date of the publication of this pamphlet.

The Director's introduction, line six, should read as follows: "There is presented herein an outline of the investigative jurisdiction, Identification Division, Technical Laboratory and uniform crime reporting project of the Bureau and it is suggested that this publication be retained for future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions."

Paragraph two, line two should read, "-----based upon the fundamental rule and policy in the work of every Special Agent----."

The last reproduction of the buildings on the page back of the Director's introduction should include the new photograph of the Department of Justice Building which is attached.

Page one, paragraph three, line three should read: "----the Bureau was reorganized and the working policies----."

Line five, "this" should be changed to "that."

Page two, paragraph three, line nineteen. "Prohibiting the Interstate Transportation of Prison Made Products in Certain Cases," should be deleted.

Line twenty-three should read, "The National Firearms Act, the Federal Kidnaping Statute and the Federal Extortion Act."

Page five, paragraph four, line two, should read, "----and must be graduates of recognized law schools, expert accountants or have had law enforcement experience."

ENCLOSURE BEHIND FILE

RECORDED
&
INDEXED.

62-21440-962
FEDERAL BUREAU OF INVESTIGATION
OCT 14 1938
U. S. DEPARTMENT OF JUSTICE

TOLSON
NICHOLS

Page seven, paragraph one. "Approximately 83 per cent" should read "Approximately 85 per cent."

Paragraph two, line one. "approximately 78 per cent" should read "approximately 80 per cent."

Line three. "one of 18" should read "one of 20."

Paragraph three, line one should read: "The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training school purposes. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course."

Page nine, line two. Delete "and" between staff and clerical.

Page sixteen, paragraph four. September 1, 1938 figures will be used.

Page eighteen. Delete lines one to three beginning, "An additional----," and ending "----record of arrest."

Line four should read: "This record is of value to the Prosecutor and the Judge-----."

Paragraph one, line seven. "this Bureau" should be changed to "the FBI."

Page nineteen, paragraph three, line one. "feature" should be changed to "service."

Page twenty-two, paragraph three, line one should read: "The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge."

Paragraph five, line six. "3,917" should be changed to "approximately 4,000."

Page twenty-four, line four of paragraph four should read: "---as compared to the cost of maintaining the FBI during the same period which amounted to 6,222,976."

Respectfully,

L. B. Nichols.

JOHN EDGAR HOOVER
DIRECTOR

JHM:NMD

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

August 13, 1938

Mr. Tolson
Mr. Nichols
Mr. Ward
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Dowdy
Mr. Egan
Mr. Foxworth
Mr. Gurnea
Mr. Harbo
Mr. Lester
Mr. McIntire
Mr. Nichols
Mr. Tracy
Miss Gandy

MEMORANDUM FOR MR. TOLSON

The pamphlet "The Federal Bureau of Investigation" has been reviewed and it is suggested that the following changes be made:

The title page should include the date, August 15, 1938.

Page 2, last line. Forty-five should be changed to forty-two field divisions.

Page 3. A new chart of the field division districts should be included showing the location of the present forty-two field division offices.

Page 4. A new mailing list showing the Bureau field offices and addresses should be included.

Page 5, line 1. Change 5 to 2 and delete phrase "And its possessions."

Page 7, paragraph 1, line 1. Eighty-three should be changed to 85 per cent. Paragraph 2, line 1. Seventy-eight should be changed to 80 per cent of the Bureau's Special Agents having university degrees. Line 3. ~~Twenty should be changed to 18 foreign languages~~. Line 4. One hundred and ten should be changed to 112 vocations.

Page 16, paragraph 4, line 1. March 1 should be changed to August 1, 1938; 8,274,017 should be changed to 9,099,564 fingerprint records. Line 2. 9,556,975 should be changed to 10,429,186 index cards, and March 1 should be changed to August 1. Line 4. 10,640 contributors should be changed to 10,650 contributors.

Page 17. It is suggested that the attached new photograph replace the old one of the Identification Division.

Page 19, paragraph 1, line 1. Eighty-three should be changed to 84 foreign countries.

RECORDED 62-24410-962
FEDERAL BUREAU OF INVESTIGATION
OCT 14 1938
U. S. DEPARTMENT OF JUSTICE

Page 21. It is suggested that the attached new photograph of the use of the microscope replace the old one.

Page 22, paragraph 5, line 1. Twenty-three hundred should be changed to 2,500 police departments. Line 2. 65,722,000 should be changed to 66,000,000. Line 4. 1,278 should be changed to 1,300 sheriff's offices. Line 6. 3,723 should be changed to 3,917.

Page 24. The accomplishments of the Bureau should be changed to read:

"During the past fiscal year ending June 30, 1938, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to $47,568,419.53 as compared to an appropriation to operate the FBI during the same period of $6,222,976. Some of the Bureau's other accomplishments during the same twelve months' period were:

"Convictions in 95.93% of the cases investigated which were brought to trial.

"Imposition of sentences totaling over 15,876 years, in addition to 3 death sentences and 13 life sentences.

"Location of 1,923 Federal fugitives from justice.

"The assistance, through the Identification Division, to various law enforcement officials in locating 7,003 fugitives."

Page 25. A new service martyrs plaque showing the name of William R. Ramsey should replace the present one in the pamphlet.

It is believed that the attached chart showing some of the kidnaping cases which have been investigated by the Bureau if included in this pamphlet in the section describing the Bureau's jurisdiction in kidnaping cases would add color and interest to the pamphlet.

If these changes are satisfactory it is requested that ten thousand copies be prepared by the Mechanical Section.

Respectfully,

L. B. Nichols

OK 8/20/38 L
Make printed before Sept 1 date Sept 1 and use reduced figures L

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

AEL:JJM

December 28, 1938

MEMORANDUM FOR MR. TOLSON

This is in reference to the pamphlet entitled "The Federal Bureau of Investigation." The following figures are being submitted in order that more up to date data may be included in the section of the above pamphlet entitled "Crime Statistics" when this publication is revised.

Contributors as of November 30, 1938

| Number | Population |
|---|---|
| 2,660 cities | 67,504,084 |
| 1,591 sheriffs and state police | |
| 10 possessions | |
| 4,261 TOTAL | |

Population figures set out above are based on estimates by the Bureau of the Census as of July 1, 1933, for all cities over 10,000 and the decennial census for all other cities was used.

Respectfully,

R. T. Harbo

R. T. Harbo

RECORDED

62-21440-976

FEDERAL BUREAU OF INVESTIGATION
DEC 30 1938
U. S. DEPARTMENT OF JUSTICE

TOLSON
CHF. CLK.
NICHOLS

JOHN EDGAR HOOVER
DIRECTOR

FCH:MLB:MKH:VP

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

January 3, 1939

MEMORANDUM FOR MR. TOLSON

The following suggestions for the revision of the pamphlet entitled "The Federal Bureau of Investigation, United States Department of Justice" are being made and if approved will be made immediately. This revision will be as of January 1, 1939, and 15,000 copies of the booklet will be prepared.

The introduction signed by the Director will be changed to read as follows:

"This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

"The outline of the investigative jurisdiction, Identification Division, Technical Laboratory, uniform crime reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, it is hoped will be retained for future reference and guidance.

"Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on Page 4.

Director."

Paragraph 2, page 1, will read as follows:

"As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations."

ENCLOSURE BEHIND FILE

RECORDED 62-21440-981

FEDERAL BUREAU OF INVESTIGATION
FEB 21 1939
U.S. DEPARTMENT OF JUSTICE

TOLSON
FOUL

Paragraph 4, continued from page 1 to page 2, will read as follows:

"Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. To be eligible for appointment, applicants had to be graduates of recognized law schools or expert accountants. The second was the creation of the FBI Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police, to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus."

The first sentence in paragraph three on page 2 will read as follows:

"Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities."

Page 4 is being revised to reflect that the building address of the Aberdeen, South Dakota, Field Division is 310 Federal Building in lieu of 314 Federal Building and the office telephone of the Birmingham Field Division as 4-1877 instead of 7-1755.

The photograph on page 8 is now obsolete in view of the fact that Colt Monitors are no longer issued to the Field Offices. It is suggested that the official photograph number 38-29 be substituted as page 8.

The second paragraph under "Identification Division" on page 16 should be revised to read as follows:

"On January 1, 1939, there was a total of 9,783,887 fingerprint records and 11,134,113 index cards in the Bureau's archives. Approximately 5,000 fingerprint records are being received in the Identification Division daily from 10,684 contributing law enforcement agencies throughout the world."*

Under the section entitled "Wanted Notices" on page 18, an amendment should be made as follows:

* The figures for this paragraph will be inserted when this booklet goes to press.

"Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon 'wanted' notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the 'wanted' notices are immediately apprised of the fact either by air mail, special delivery or telegraph. Approximately 600 fugitives from justice are located monthly through fingerprint comparison."

The last paragraph in the section entitled "International Exchange," on page 19, will read:

"The exchange of fingerprints is now carried on with 88 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies."

On page 22 the division entitled "Crime Statistics" will be revised to read as follows:

"More than 2,600 police departments throughout the United States, representing a population area of over 67,500,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,600 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is approximately 4,200, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a publication known as 'Uniform Crime Reports,' which is sent to law enforcement officials and other interested individuals and agencies."

The chart on page 23 is now out of date and it is suggested that the chart entitled "FBI Accomplishments" number 38-4 be substituted for the one now on this page.

Respectfully,

J. B. Nicholson

L. B. Nichols

I recommend approval 1/3

Also further change on p. 5 re: requirements for special agent applicants as per call from Mr. McCabe on 1/23/39 - R.C.R. & J.E.M.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation
## United States Department of Justice
## Washington, D. C.

NDV:BR

July 29, 1939

| | |
|---|---|
| Mr. Tolson | |
| Mr. Nathan | |
| Mr. E. A. Tamm | |
| Mr. Clegg | |
| Mr. Ladd | |
| Mr. Coffey | |
| Mr. Egan | |
| Mr. Glavin | |
| Mr. Crowl | |
| Mr. Harbo | |
| Mr. Lester | |
| Mr. Hendon | |
| Mr. Nichols | |
| Mr. Rosen | |
| Mr. Sears | |
| Mr. Quinn Tamm | |
| Mr. Tracy | |
| Miss Gandy | |

MEMORANDUM FOR MR. NICHOLS

Attached is the booklet "The Federal Bureau of Investigation" revised as of June 30, 1939.

On pages 3 and 4 appear the map showing the locations of the Field Division Districts and the list of the Bureau Offices respectively. This will have to be reprinted to include Alaska, Hawaii and Puerto Rico, but inasmuch as the names of the buildings and the office phone numbers for these three last mentioned offices will not be available until the Special Agents in Charge thereof arrive in their Divisions, it will probably be several weeks before these corrections can be made.

Respectfully,

N. D. Valentine

approved 8/9/39

Behind file
1 ENCL ENCLOSURE BEHIND FILE

RECORDED 62-21440-1036X

Send one to each Field Office.
9/28/39

Copy (db)

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

SJT:DLS

October 14, 1939

MEMORANDUM FOR THE DIRECTOR

RE: BUREAU PUBLICATIONS

The Director's approval is requested to give to any person making a request for publications of the Bureau one or all of the following publications:

The Identification Facilities of the FBI, dated October 1, 1939

Training in the FBI, dated September 30, 1939

The Federal Bureau of Investigation, dated August 1, 1939

Training Schools, Selection of Personnel, dated April 1, 1939

Respectfully,

/s/ S. J. Tracy

S. J. Tracy

ENCLOSURE BEHIND FILE

RECORDED

62-21440-1039X

FEDERAL BUREAU OF INVESTIGATION

NOV 7 1939

U.S. DEPARTMENT OF JUSTICE

TOLSON HEDON NICHOLS IDENT. UNIT

ORIGINAL FILED IN 94-3-6-2-3X

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

AEL:ps December 6, 1939

MEMORANDUM FOR MR. TOLSON

There is transmitted herewith a revised statement concerning uniform crime reporting to be included in the publication "The Federal Bureau of Investigation." The principal change from the former statement appearing on page 22 of this publication as of April 15, 1939 is in the title. This was previously "Crime Statistics" and it is suggested that it be changed to "Uniform Crime Reporting." Certain changes in the figures are also indicated.

Respectfully,

R. T. Harbo

RECORDED COPY FILED IN 62-1-17562

1 ENCL 21

62-21440-1046

DEC 9

December 6, 1939

UNIFORM CRIME REPORTING

More than 2,600 police departments throughout the United States, representing a population area of over 67,700,000, make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than 1,600 sheriffs' offices, State police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately 4,300, and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies.

62-21440-1046

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

April 22, 1940

MEMORANDUM FOR MR. TOLSON

It is suggested that several changes be made in "The Federal Bureau of Investigation," and that 10,000 copies of the booklet, as changed, be printed. A copy of the booklet dated December 1, 1939, is attached, and new pictures and charts which are suggested have been inserted in their proper places. The suggested changes are as follows:

It is suggested that the date on the inside title page be changed from December 1, 1939, to May 1, 1940.

It is suggested that the new official photograph of the Director (F.B.I.-11-2) be placed on the inside of the title page to replace the one appearing thereon.

Page 2, under the paragraph entitled "Organization", it is suggested that the word "fifty" be substituted for the work "fifty-two" in two places in line two.

Page 3. The new edition of the chart entitled "Field Division Districts" (40-5) should be substituted for the chart appearing thereon.

Page 4. Up-to-date list of the field offices with addresses and telephone numbers should be placed on this page. The list is inserted in the attached copy of the pamphlet.

Page 5, last paragraph. It is suggested that this paragraph be deleted from the revised edition of the publication, in view of the fact that it causes confusion. From the two preceding paragraphs one gets the impression that all Special Agents have had legal or accounting training.

Page 7, paragraph 1. It is suggested that the first line of this paragraph be deleted and that the second line read as follows. "A number of Special Agents speak fluently at least one of 20 foreign languages; and prior to appointment they", etc.

Page 10. It is suggested that "Sabotage" be included in the list of Federal law violations investigated by the FBI, and that this be inserted immediately below "Robbery of National Banks, Member Banks of Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation." It is noted that the next entry in this list is "Treason Theft or Embezzlement of Government Property", and it is

ENCLOSURE RIGHT FILE
RECORDED 62-21440-1078
FEDERAL BUREAU OF INVESTIGATION
MAY 9 1940
U.S. DEPARTMENT OF JUSTICE

thought that this should be revised as follows:

"Theft or Embezzlement of Government Property"
"Treason"

Page 16, paragraph 4. It is suggested that the first sentence of this paragraph be revised to read as follows: "On May 1, 1940, there was a total of over 12,600,000 fingerprint records and over 13,700,000 index cards in the Bureau's archives."

Page 19, paragraph 1. It is suggested that the figure "87" be substituted for "89" inasmuch as the Recording Section reports that 87 is the correct figure at the present time.

Page 22, last paragraph. It is suggested that the figure 67,900,000 be inserted for the figure 67,700,000 as appears in the second line of this paragraph.

A requisition for 10,000 copies of the revised booklet is attached hereto.

Respectfully,

R. C. Hendon

JOHN EDGAR HOOVER
DIRECTOR

Mr. Tolson
Mr. Clegg
Mr. E. A. Tamm
Mr. Foxworth
Mr. Nathan
Mr. Ladd
Mr. Egan
Mr. Glavin
Mr. Nichols
Mr. Hendon
Mr. Rosen
Mr. Tracy
Miss Gandy

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

RCH:JCD

October 31, 1940

MEMORANDUM FOR MR. TOLSON

There is transmitted herewith a revised copy of the booklet entitled "The Federal Bureau of Investigation" for approval. This booklet has been brought up to date and is now being revised due to the fact that there are only 200 copies available for distribution. If approved, 15,000 copies of this publication will be printed. The following are the suggested revisions:

On fly leaf - Change date to November 1, 1940

Introduction - Add the following to the last paragraph: "Any information relating to espionage, counterespionage, sabotage, subversive activities and violations of the Neutrality Laws should be immediately reported to the nearest FBI office."

Page 2, paragraph 3, line 3 - Delete the word has

Page 2, paragraph 3 - After this paragraph add the following paragraph: "The National emergency has brought about another transition in the FBI. The duty of investigating espionage, sabotage, violations of the Neutrality Laws and other matters pertaining to the National Defense has been delegated to this Bureau. A program of surveying the protective facilities of manufacturing establishments having contracts to provide the Government with defense materials was inaugurated. The coordination of all law enforcement activity regarding matters of National Defense has also been the responsibility of the FBI."

Page 3 - Insert new field office chart showing location of all Bureau field offices.

Page 4 - Insert new field office list showing addresses and telephone numbers of all Bureau field offices.

Page 5 - paragraph 4, line 3 - Insert comma after schools and delete the statement "who have been admitted to the bar and had at least two years of legal or business experience."

Page 5 - paragraph 5, line 2 - After possession of personal integrity of high order, insert "loyalty to country."

ENCLOSURE REMOVED FILE

RECORDED & INDEXED 2 14-2-1074

FEDERAL BUREAU OF INVESTIGATION
6 DEC 20 194
U.S. DEPARTMENT OF JUSTICE

TOLSON
LADD

43

Page 7 - paragraph 2, line 2 - insert the following paragraph after "set aside for training academy purposes.": "A training center designed to be used in connection with firearms instruction and the FBI National Police Academy was also inaugurated on the Quantico, Virginia, Marine Corps Reservation with the opening of a Barracks Building in the late Spring of 1940. In view of the emergency the center is being used as training quarters for new Special Agents."

Page 12 - after paragraph 2 insert the following under the heading of Espionage, Counter-espionage, Sabotage, Neutrality Violations and National Defense Matters: "During the Summer of 1939 the Chief Executive of the United States coordinated under the Federal Bureau of Investigation all investigative activity relating to espionage, counterespionage, sabotage, neutrality violations and related matters. On September 6, 1939, the President issued the following directive calling upon all law enforcement agencies to cooperate with the FBI:

> 'The Attorney General has been requested by me to instruct the Federal Bureau of Investigation of the Department of Justice to take charge of investigative work in matters relating to espionage, sabotage, and violations of the neutrality regulations.
>
> This task must be conducted in a comprehensive and effective manner on a national basis, and all information must be carefully sifted out and correlated in order to avoid confusion and irresponsibility.
>
> To this end I request all police officers, sheriffs, and all other law enforcement officers in the United States promptly to turn over to the nearest representative of the Federal Bureau of Investigation any information obtained by them relating to espionage, counterespionage, sabotage, subversive activities and violations of the neutrality laws.'

"By executive order of March 22, 1940, the President, in accordance with an Act passed January 12, 1938, defined numerous vital military and naval installations or equipment which require protection against the general dissemination of information related thereto. The 1938 Act penalizes taking photographs or making representations of any of the installations or equipment

later to be defined without proper authority.

"The Federal Espionage Laws make unlawful the obtaining or permitting to be obtained information affecting the national defense, either in peace time or war, with the intent to use such information to the detriment of the United States or in the benefit of some foreign power. Going upon a military reservation or like prohibited place; copying or assisting others to copy maps and similar documents; receiving, obtaining, or attempting to obtain such information; and having unlawful possession of military writings and similar materials with such intent and purpose are prohibited. Likewise there is a penalty if one having lawful possession of confidential data loses the same or allows it to reach improper hands through gross negligence. The Espionage Laws further make it a Federal offense to disclose information affecting the national defense with intent or reason to believe it will be used to the detriment of the United States or to the benefit of some foreign power. This is applicable during peace times, as well as during war, but the war time penalties are more stringent. There is also a federal statute pertaining to seditious or disloyal acts or words in time of war, and a conspiracy to violate this or another espionage law is an offense likewise.

"In connection with sabotage during peace times it is a Federal offense to wilfully injure or commit depredation against United States property, property belonging to a corporation in which the United States is a stockholder, or any property being manufactured under contract for the War and Navy Departments. Another Federal Statute penalizes the damage to vessels engaged in foreign commerce and the cargoes of such vessels and the penalty is also applicable to foreign ships if the overt act ultimately causing the injury occurs while the vessel is within the admiralty and maritime jurisdiction of the United States. There is also a penalty provided if, with intent to prevent the exportation of articles in foreign commerce, one damages the articles or the places they may be while in such commerce. Other statutes prohibit damage to fortifications or harbor defenses, the unlawful entry upon military reservations, and the wrecking or attempting to wreck a train engaged in interstate commerce.

"Sabotage statutes effective only in time of war penalize injury to or destruction of war material, premises, or utilities with intent to injure or obstruct the United States or any associate nation in preparing for or carrying on a war. Likewise making or causing war material to be made in a defective manner or making defective repairs is punishable."

Page 16 - paragraph 4, line 4 - insert a comma after the word stolen and add the word "embezzled."

Page 18 - paragraph 4 - change this paragraph to read as follows:

"On October 1, 1940, there was a total of over 14,000,000 fingerprint records and 14,938,000 index cards in the Bureau's archives. More than 11,500 fingerprint records are being received in the Identification Division daily from over 11,000 contributing law enforcement agencies throughout the world."

Page 21- after the last paragraph add the following two paragraphs under the head of Other Services: "In its Identification Division the FBI also maintains the Government file which, in addition to Civil Service cards, includes fingerprint records submitted by the U. S. Army, Navy, Coast Guard, Marine Corps and other Government Services."

"The fingerprint cards taken in connection with the registration of aliens are also filed with the FBI."

Page 25 - change the paragraphs under ACCOMPLISHMENTS to read as follows:

"For the past year a total of $7,300,000.00 was appropriated for the regular operation of the FBI, while savings, fines and recoveries resulting from the investigative activities of the FBI totaled $58,390,180.64. This does not include the value of the many cooperative facilities to American law enforcement agencies which are rendered free of charge. Some of the Bureau's accomplishments during the fiscal year which ended June 30, 1940, were:

Convictions in 96.46% of the cases investigated which were brought to trial

Imposition of sentences totaling over 17,833 years, in addition to 10 life sentences.

Location of 2,393 Federal fugitives from justice.

The assistance through the Identification Division, to various law enforcement officials in locating 7,809 fugitives."

approved 11-10 E.T.

Respectfully,

R. C. Hendon

JOHN EDGAR HOOVER
DIRECTOR

RSW:JC

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

September 5, 1941

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Foxworth
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Carson
Mr. Drayton
Mr. Quinn Tamm
Mr. Hendon
Mr. Coffey
Mr. Harbo
Tele. Room
Tour Room
Mr. Nease
Mr. Tracy
Miss Beahm
Miss Gandy

MEMORANDUM FOR MR. NICHOLS

Transmitted herewith is a copy of the publication entitled "The Federal Bureau of Investigation," which has been revised and brought up to date in this Section.

If approved 15,000 copies of this publication will be printed.

Respectfully,

R. C. Hendon

Attachment

RECORDED 62-21440-1134

NOV 25 1941

62-21440-1155

CANCELLED

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

LBN:NHT

April 28, 1942

MEMORANDUM FOR THE DIRECTOR

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Holloman
Mr. McGuire
Mr. Harbo
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Beahm
Miss Gandy

The Executive Conference consisting of Messrs. Tolson, Ladd, Kramer, Glavin, Clegg, Hendon, Carson, Rosen, Tracy, and Nichols considered the matter of Bureau booklets which have been prepared for law enforcement officers and agencies to guide them in their cooperation with the Bureau.

It was pointed out by Mr. Nichols that the Bureau has several booklets which have been prepared in previous years. However, the Conference was of the opinion that with reference to the booklets which have previously been prepared, and of which we have a supply at the present time, that they should not be reprepared. Mr. Clegg made the observation that booklets such as "Manual of Police Records" and "A Guide for Preparing Annual Police Reports" were of great importance to local law enforcement officers and agencies and thought that this booklet should be available. It was the belief of the Conference that we have an adequate supply to last for sometime inasmuch as the Bureau is following a very discriminate policy of distributing booklets of this type.

It was the recommendation of Messrs. Tracy and Glavin that no new booklets be prepared or none of those on hand be revised.

Messrs. Tolson, Rosen, Hendon, Clegg, Carson, Kramer, Ladd and Nichols recommended that the white booklet "The Federal Bureau of Investigation", which was formerly known as "The Work and Functions of the Federal Bureau of Investigation", and which is now out of stock, should be revised to fit present day situations and should be prepared with the view of describing the Bureau's work so that law enforcement agencies will know what facilities are available and how to use them. This will be the only booklet in the future that we will use and such matters as the accomplishments, etc. will be deleted from the booklet. If the majority opinion of the Conference is approved, a draft of this booklet will be submitted for approval.

RECORDED COPY FILED IN 62-21140-1158

RECORD 62-21140-1158

FEB 23 1943




For the Director's convenience, there is attached hereto a list of Bureau publications presently available, together with the date they were printed and the supply in stock.

Respectfully,
For the Conference,

W. R. Glavin, Secretary

Clyde Tolson, Chairman

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

JJS:JM:AEM

August 28, 1942

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Hollomon
Mr. McGuire
Mr. Harbo
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Beahm
Miss Gandy

MEMORANDUM FOR MR. NICHOLS

Reference is made to Executive Conference Memo dated April 28, 1942, regarding the reprint of the Bureau's general publications. This Section has prepared a new booklet entitled "The Federal Bureau of Investigation" combining the four pamphlets "The Identification Facilities of the FBI," "The Technical Laboratory," "Personnel Selection and Training in the FBI," and "The Federal Bureau of Investigation."

The booklet has been approved by Mr. Clegg, Mr. Tracy, Mr. Glavin, Mr. Ladd, Mr. Rosen and you. Mr. Rosen made several suggestions which are contained in the attached blue memorandum which have been incorporated in the booklet.

RECOMMENDATIONS:

1. It is recommended that 25,000 copies be printed immediately for future use.

2. That the cover of the booklet be made up in white and that the photograph of the building, FBI-3-8, be utilized. In the printing of the photograph the old automobiles shown in the picture should be masked out.

3. That the booklet be photographed down and printed on paper approximately 6" x 9" to save paper.

4. That each Field Office be furnished one hundred copies.

RECORDED 62-21440-1159
INDEXED
11 FEB

Respectfully,

J. J. McGuire

Attachment

FOR DEFENSE
BUY UNITED STATES SAVINGS BONDS AND STAMPS

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation
## United States Department of Justice
## Washington, D. C.

June 16, 1942

JJS:JM

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Holloman
Mr. McGuire
Mr. Harbo
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Beahm
Miss Gandy

MEMORANDUM FOR MR. NICHOLS

Reference is made to Executive Conference Memo dated April 28, 1942, regarding the reprinting of the Bureau's general publications. There has been prepared in this Section a new booklet entitled "The Federal Bureau of Investigation" which is a combination of the four general pamphlets, "The Identification Facilities of the FBI," "The Technical Laboratory," "Personnel Selection and Training in the FBI," and "The Federal Bureau of Investigation." Very few photographs have been used in this booklet in order to save space and those which have been used in most instances are being given only a portion of a page rather than a full page.

RECOMMENDATIONS:

1. If the booklet is approved it is recommended that 25,000 copies be printed for future use.

2. That the cover of the booklet be made up in white utilizing the same style as used in the old booklet entitled "The Federal Bureau of Investigation" except with the change of the photograph on the front cover.

3. That the booklet be reduced in size by photographic process and printed on paper approximately 6" x 9" in the interest of saving paper.

4. That each Field Office be furnished 100 copies immediately after printing.

5. The review of this booklet should receive expedite attention in all Divisions in view of the fact that the supply of the booklet, "Personnel Selection and Training in the FBI," is entirely depleted and this will be extremely useful in connection with applicants.

Respectfully,

Attachment

62-21440-11 60
RECORDED & INDEXED
11 FEB 22 1943

FOR DEFENSE
BUY UNITED STATES SAVINGS BONDS AND STAMPS

62-21440-1236

**CHANGED TO**

62-72063-1

4/27/43

6

1

62-21440-1317

CHANGED TO

62-[illegible]-X

mail

6[illegible]-1326

CHANGED TO

11-[illegible]

Ans. 12-21440-1346

CHANGED TO

C 94-34688-1

62-21440-1365

NRM

94-38529-2

62-21440-1434

CHANGED TO

94-37417-3

62-21440-1466
CHANGED TO
62-89807-1

CC-247

Mr. Tolson ✓
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

MAJ:MKH

March 15, 1945

MEMORANDUM FOR MR. NICHOLS

Attached hereto is a copy of the white booklet entitled "The Federal Bureau of Investigation" which has been reviewed and a few changes made to bring it up to date. Since we are practically out of this booklet at the present time and since quite a number of copies will be needed for the applicant program, it is suggested that 10,000 copies be printed immediately. It is understood that a new picture of the Director will be substituted on the back of the introduction page.

I recommend the use of the new photo
3/19

ADDENDUM: The booklet has been reviewed by Mr. Carlson of the Training Division and several suggested changes are incorporated.

62-21440-1511

INDEXED IN

THIS MEMORANDUM IS FOR ADMINISTRATIVE PURPOSES
TO BE DESTROYED AFTER ACTION IS TAKEN AND NOT SENT TO FILES

56 APR 24 1945

62-21440-15 15

NOT USED

62-21440-1519
CHANGED TO
62-97769

AUG 27 1952

CC-247

MAJ:JW

Mr. Tolson
Mr. E. A. Tamm
Mr Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

April 18, 1945

MEMORANDUM FOR MR. NICHOLS

Attached hereto is a copy of the recently revised white booklet entitled "The Federal Bureau of Investigation." You will recall that 10,000 copies are being prepared at the present time. Mr. Tolson's office is being furnished about 600 copies and it is suggested that 50 copies be sent to each of the small field offices and 100 to each of the larger offices. This will dispose of approximately 5,000 of the 10,000 copies.

Respectfully,

M. A. Jones

Attachment

OK 4-18

OK

RECORDED 62-21440-1522

EX-7

THIS MEMORANDUM IS FOR ADMINISTRATIVE PURPOSES
TO BE DESTROYED AFTER ACTION IS TAKEN AND NOT SENT TO FILES

MB

62-21440-1570

CHANGED TO

94-34452-2

C

62-214 40-1595, 1596, 1597

**CHANGED TO**

62-78677-11X, 11X1, 11X2

FEB 14 1956

Copy mrv

OFFICE MEMORANDUM
LAJ:JW

UNITED STATES GOVERNMENT

TO: MR. NICHOLS

DATE: July 27, 1945

FROM: L. A. JONES

SUBJECT: BUREAU PUBLICATIONS

The most favorable reception received by the Bureau publication entitled "The Story of the Federal Bureau of Investigation" suggests that thought be given at this time to appropriate revision of several other publications which are now badly out of date. "The Story of the Federal Bureau of Investigation" was written in popular style and a number of anecdotes were included. The material is intensely interesting and for this reason it is really going over in a big way. Numerous favorable letters have been received already and they are continuing to come in. Attached hereto are tickler copies of a number of the favorable letters. Some typical comments are:

1. "If everyone wrote as the 'Story' implies that most of your men write this world would be a mighty fine place in which to live. My hearty congratulations to you upon the way you have portrayed your work." —Cloyd H. Marvin
President
George Washington University

2. "You were very kind to send me 'The Story of the Federal Bureau of Investigation,' which I found of tremendous interest....This story should be widely disseminated, and when I say widely I mean it ought to be sent to millions of people in the United States, who ought to know more of what the FBI have been doing."
—William B. Joyce
Insurance Broker
New York City

Enclosure 62-31144-1609X

3. "Thank you for sending me 'The Story of the Federal Bureau of Investigation.' I think it is excellently done."
—Leslie C. Stratton
National Director of
Public Relations
Boy Scouts of America

4. "This is to thank you for the copy of 'The Story of the Federal Bureau of Investigation.' That every line of it is interesting goes without saying." —Reverend Edgar Schmiedeler
Director of Family Life Bureau
National Catholic Welfare Conference

Copy mr

Memorandum to Mr. Nichols July 27, 1945

In view of the favorable reception of "The Story of the Federal Bureau of Investigation" which is written in popular style I would suggest that all other Bureau publications be completely rewritten in connection with their revision and an attempt made to make them just as interesting as is possible in view of the particular subject matter involved. The former publications are quite good but I do feel that they can be definitely improved so that they will do a real sales job for the FBI. In their advertising, big business firms use interesting material which is appealing to the eye. In so far as we can do so also, without running into prohibitive cost, I think we should follow the same line by dressing our booklets up with appropriate photographs and by including anecdotal material presented in as interesting a style as possible.

I realize that perhaps it will not be possible to reprint other Bureau publications immediately but I want to suggest that this section be authorized to begin revising them as time permits so that when the time comes to reprint them we will have a dummy copy ready and approved and will not have to try to get something ready almost overnight.

The following suggested action is recommended:

1. THE IDENTIFICATION FACILITIES OF THE FBI:

The latest revision of this publication is dated September 15, 1941, and no copies are presently on hand. It is felt that we should continue to have a general publication confined to identification matters suitable for distribution to the general public, Boy Scouts and others who have a non-technical interest in fingerprinting. It is felt that a wealth of intensely interesting material can be presented on identification matters.

2. THE TECHNICAL LABORATORY OF THE FBI:

The latest revision of this publication is dated January 2, 1942, and we have only a very limited supply on hand at the present time. While the current booklet is quite good it is felt that it can be dressed up quite a bit with late photographs, human interest illustrations, etc. It is believed that the new booklet should be sufficiently technical so that it will be valuable to a law enforcement officer but at the same time it should not be too technical for the average layman.

3. THE FEDERAL BUREAU OF INVESTIGATION:

Several months ago we reprinted this publication. It will be recalled that when the war started personnel material and material on the Laboratory and Identification Division were consolidated into this one booklet. I feel that as soon as the war ends we should make this booklet what it formerly was--that is, it should be a general publication on the services of the FBI, setting forth our jurisdiction, etc. It is not felt that we should combine laboratory, personnel and identification matters. We now have a number of copies of the booklet on hand and the suggested new booklet, of course, would not need to be printed for several months. It will include primarily the Bureau's investigative jurisdiction.

4. SELECTION AND TRAINING OF PERSONNEL:

It will be recalled that prior to the war we had a separate booklet on personnel matters, which detailed our methods of selection, our requirements, our training, etc. It is felt that we should again have a separate booklet on personnel matters which in addition to the requirements and details of training could also include some anecdotal material of an interesting nature.

RECOMMENDATION:

It is recommended that the Crime Records Section be authorized at this time to place in an active status the appropriate rewriting of the above-mentioned four publications with the thought in mind of getting the material ready so that it will be available when it becomes possible to reprint these booklets.

ATTACHMENT

62-21440-1611

**CHANGED TO**

62-78677-201X

FEB 14 1956

STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

MAJ:JW

TO : Mr. Nichols

DATE: April 19, 1946

FROM : M. A. Jones

SUBJECT: Spanish translation
FBI Laboratory booklet

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Beahm
Miss Gandy

In accordance with your request the following background is set forth concerning translating into Spanish the booklet entitled "Technical Laboratory of the FBI":

By letter of April 23, 1945, Robert L. Brown, the Legal Attache in Caracas, Venezuela, sent to the Bureau three copies of a Spanish translation of this booklet which was published in South America in January, 1942. It was indicated that the translation was prepared by Special Agent Richard E. Wright, the Police Liaison representative in Caracas, during a series of classes in Spanish translation with Dr. Antonio Fernandez Martinez. The latter formerly held a high position in the Bureau of Prisons of the Spanish Republic and corrected the translation originally prepared by Special Agent Wright. Legal Attache Brown expressed the belief that in view of Dr. Fernandez' background the translation should be found to be correct. It was suggested by Legal Attache Brown that the Bureau consider publishing this pamphlet in Spanish in order to afford publicity to the Bureau's activities in South America.

By memorandum of May 8, 1945, Mr. Carson suggested to Mr. Ladd that the Spanish translation submitted be sent to the Mechanical Section for printing in Spanish in a book similar to the one in English. The matter was considered by the Executives' Conference and the Conference memorandum of May 24, 1945, reflects that all members present approved the publication of the pamphlet for use in South America but recommended that it first be brought up-to-date and that the revised, up-to-date pamphlet be translated into Spanish for this purpose. Mr. Clegg opposed this recommendation but the Director agreed with the majority of the Conference.

The Laboratory was thereupon requested to bring the pamphlet up-to-date with as little radical revision as possible. This was done in the Laboratory and it was routed to the Crime Records Section where we made the list of publications in the appendix current. The pamphlet was then sent to the Translation Section where the changes made by the Laboratory were incorporated into the Spanish text and

7 8 MAY 2 1946

RECORDED & INDEXED

137

thereafter the entire material was referred to the Cartographic Section where a dummy copy in Spanish was set up.

The Cartographic Section referred this dummy copy to the Crime Records Section and in view of the Director's instructions that some expert in the appropriate foreign language review each publication before it is issued, a letter was sent to the New York office on February 26, 1946, asking that Special Agent Charles Ross Monticone of that office review the Spanish translation and submit to the Bureau any suggestions which he might have. The New York office replied on March 27, 1946, and forwarded to the Bureau a number of suggestions made by Special Agent Monticone after he had reviewed the pamphlet. This was then referred to the Translation Section and as the matter now stands, we have the dummy copy in Spanish prepared by the Cartographic Section together with a list of suggested changes furnished by Agent Monticone together with a few from the Translation Section.

In view of the action of the Executives' Conference on March 22, 1946, with which the Director agreed, that there be no further consideration of a Spanish edition of the Law Enforcement Bulletin or similar publications, the question arises whether further work should be done on the Spanish translation of the Laboratory booklet.

Conference unanimously against Printing

approved by Director

FORM NO. 64

# Office Memorandum • UNITED STATES GOVE

TO : Director, FBI

DATE: March 27, 194

FROM : SAC, New York

SUBJECT: Spanish Translation of "FBI Laboratory" Booklet

Reference is made to Bureau letter dated February 26, 1946, to this office.

There is being sent to the Bureau, enclosed herewith, the original and three copies of suggestions made by Special Agent CHARLES R. MONTICONE of this office, in connection with this translation, after he had reviewed it. There is also being returned to the Bureau as an enclosure, one copy of the FBI Laboratory booklet and one copy of the translated version of this booklet, which were previously furnished to this office.

encls.6

DEFERRED RECORDING

ENCL BEHIND FILE

ENCL

72

RECORDED & INDEXED

16 MAR 2

INDEXED IN PUBLICATION FILES

CRM:SS

107

4-528

62-21440- 1616, 1617, 1618, 1619,
1620, 1621, 1622,

**CHANGED TO**

62-78677- 330X, 330X1, 330X2,
332X, 340X, 383X, 383X1,

FEB 14 1956

4-94b (2-8-55)

FOLLOWING SERIALS REMOVED FROM FILE AND
DESTROYED IN ACCORDANCE WITH AUTHORITY
CONTAINED IN 66-3286-~~608~~ 748

62-21440 – 801 THRU 807, 809, 810,
812 —— 816
818 —— 885
887 —— 901
903 —— 959
959 —— 961
963 —— 975
977 —— 980
982 —— 1036, 1037, 1038, 1039
1040 —— 1045
1048 —— 1077
1079 —— 1107
1108 —— 1133
1135 —— 1154, 1156, 1157
1161 —— 1235
1237 —— 1316
1318 —— 1325
1327 —— 1345
1347 —— 1364
1366 —— 1433
1435 —— 1465
1467 —— 1510
1512 —— 1514
1516 —— 1518,
1520, 1521,
1523 —— 1569,
1571 —— 1594,
1598 —— 1609,
1610, 1612, 1615

hle

SEP 16 1957

C

JOHN EDGAR HOOVER
DIRECTOR

**Federal Bureau of Investigation**
**United States Department of Justice**
**Washington, D. C.**

JBM:MM

December 6, 1939

Mr. Tolson
Mr. Nathan
Mr. E. A. Tamm
Mr. Clegg
Mr. Ladd
Mr. Carroll
Mr. Glavin
Mr. Harbo
Mr. Nease
Mr. Gandy
Mr. Tracy
Tour Room
Mr. Tracy
Miss Gandy

MEMORANDUM FOR MR. TOLSON

The following suggestions are being made for the revision of the pamphlet entitled "The Federal Bureau of Investigation" and if approved will be effected immediately. This revision will be as of December 1, 1939, and 10,000 copies of the booklet will be prepared.

Title Page: Revise to show the date of the publication as December 1, 1939.

Page 2, paragraph 4: Revise to read: "The Director of the Federal Bureau of Investigation has under his direction 52 field divisions strategically located in 52 key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein."

Page 3: The chart showing the location of the field division distribution will be revised to include the six newly approved field divisions, namely:

Albany - Suite 710, National Savings Bank Building, 90 State Street, Albany, New York.
Grand Rapids - Suite 715, Grand Rapids National Bank Building, 148 Monroe Avenue, N. W., Grand Rapids, Michigan. 6-5337.
Savannah - Realty Building, 20 Drayton Street, Savannah, Georgia.
Phoenix - Suite 307, W. C. Ellis Building, 137 North Second Avenue, Phoenix, Arizona. 4-5766.
San Diego - San Diego Trust and Savings Bank Building, 530 Broadway, San Diego, California. Maine 3044.
Baltimore - Suite 800, Court Square Building, 200 East Lexington Street, Baltimore, Maryland.

This chart is at the present time in the process of preparation.

RECORDED & INDEXED

62-21440-1047

DEC 11

Page 4: On this page will appear the list of offices and their locations as revised and will include the six newly approved offices as mentioned above.

JBM:MM

GANDY
TOLSON

Page 16, paragraph 4: This paragraph will be changed to read: "On December 1, 1939, there was a total of over 11,700,000 fingerprint records and 12,800,000 index cards in the Bureau's archives. Approximately 9,600 fingerprint records are being received in the Identification Division daily from nearly 11,000 contributing law enforcement agencies throughout the world."

Page 22, paragraph 4: The heading of this paragraph will be changed to "Uniform Crime Reporting." This paragraph as revised will read: "More than 2,600 police departments throughout the United States, representing a population area of over 67,700,000, make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than 1,600 sheriffs' offices, State police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately 4,300, and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies."

Include if possible before printing

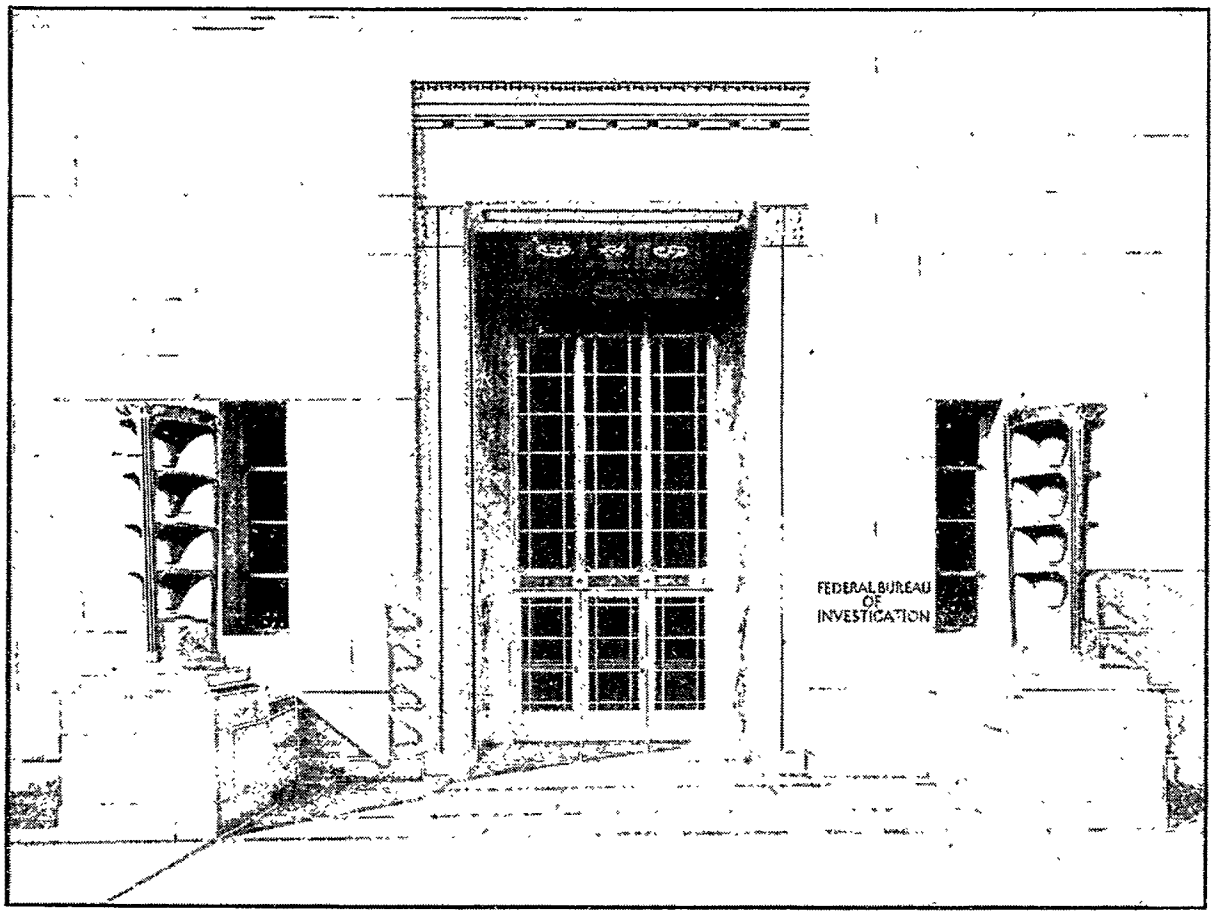
The telephone numbers of the Albany, Baltimore and Savannah offices are not available at this time and since it is not known when this information will be received at the Seat of Government, it is suggested that the publication be printed without that information.

Respectfully,

Robert C. Hendon

12/8/39

# THE FEDERAL BUREAU OF INVESTIGATION




## UNITED STATES DEPARTMENT OF JUSTICE

62-21440-1047

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

AUGUST 1, 1939



JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

## Introduction

This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

The outline of the investigative jurisdiction, Identification Division, Technical Laboratory, uniform crime reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, it is hoped will be retained for future reference and guidance.

Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on page 4.

J. Edgar Hoover

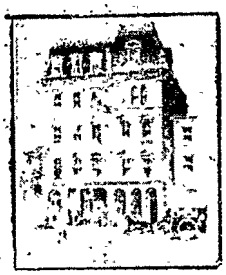
Director

# Federal Bureau of Investigation
# United States Department of Justice
John Edgar Hoover, Director

# Principal Offices of the Department of Justice

CREATED BY CONGRESS, ON JUNE 22, 1870, THE DEPARTMENT OF JUSTICE BECAME IN REALITY AN EXECUTIVE BRANCH OF THE GOVERNMENT. PREVIOUSLY THIS BRANCH HAD LED A SOMEWHAT NOMADIC EXISTENCE, BEING QUARTERED FROM TIME TO TIME IN VARIOUS PARTS OF OTHER FEDERAL BUILDINGS

IN 1871, A TEN YEAR LEASE WAS TAKEN ON THREE FLOORS OF THE OLD FREEDMEN'S BANK BUILDING, LOCATED AT THE INTERSECTION OF PENNSYLVANIA AVENUE AND FIFTEENTH STREET. THE RIGGS BANK BUILDING PRESENTLY OCCUPIES THIS SITE. IN 1882, CONGRESS AUTHORIZED THE PURCHASE OF THE FREEDMEN'S BANK BUILDING, GIVING TO THE DEPARTMENT OF JUSTICE ITS FIRST REAL HOME. WHEN, IN 1893, CONGRESS APPROPRIATED $1,000,000 FOR THE ERECTION OF A DEPARTMENT OF JUSTICE BUILDING, THE BANK BUILDING WAS VACATED THIS FUND WAS RESCINDED WHEN NO SUITABLE SITE FOR THE NEW BUILDING COULD BE BOUGHT.



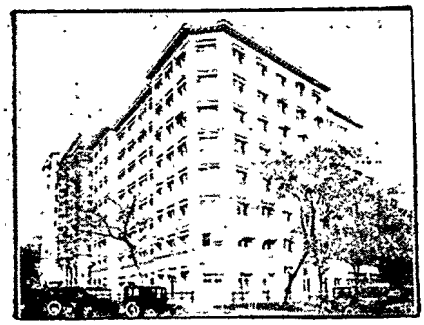
PRIOR TO 1899

FROM 1899 UNTIL 1917 THE ATTORNEY GENERAL AND HIS STAFF OCCUPIED THE BUILDING LOCATED ON K STREET BETWEEN VERMONT AVENUE AND FIFTEENTH STREET. THE OTHER UNITS OF THE DEPARTMENT WERE DISTRIBUTED IN VARIOUS PARTS OF THE CITY TO RELIEVE THE INTOLERABLE SITUATION LEASE WAS TAKEN TO THE BUILDING AT THE NORTHEAST CORNER OF VERMONT AVENUE AND K STREET. THE DEPARTMENT WAS DESTINED TO OUTGROW THIS BUILDING.

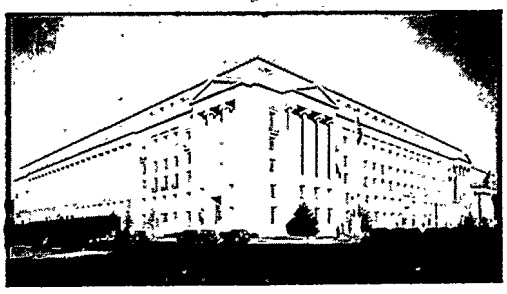
ON OCTOBER 25, 1934, THE PRESENT MAGNIFICENT DEPARTMENT OF JUSTICE BUILDING WAS DEDICATED. IT WAS BUILT IN THE SPIRIT OF THOSE LOFTY IDEALISTS WHO FOUNDED THE TWELFTH CENTURY LAW SCHOOL AT BOLOGNA, WHO VISUALIZED JUSTICE AS, "CLOTHED WITH DIGNITY, INEFFABLY SHINING WITH REASON AND EQUITY, AND SUPPORTED BY RELIGION, LOYALTY, CHARITY, RETRIBUTION, REVERENCE AND TRUTH."



1899 TO 1917



1917 TO 1934



NEW DEPARTMENT OF JUSTICE BUILDING

THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

---

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. To be eligible for appointment, applicants had to be graduates of recognized law schools or expert accountants. The second was the creation of the FBI Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies-local, state and international.

Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute; and the Federal Extortion Act.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction forty-five field divisions strategically located in forty-five key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.


FIELD DIVISION DISTRICTS
ALASKA
HAWAII
PUERTO RICO
HEADQUARTERS
1 ABERDEEN
2 ALASKA
3 ATLANTA
4 BIRMINGHAM
5 BOSTON
6 BUFFALO
7 BUTTE
8 CHARLOTTE
9 CHICAGO
10 CINCINNATI
11 CLEVELAND
12 DALLAS
13 DENVER
14 DES MOINES
15 DETROIT
16 EL PASO
17 HAWAII
18 HUNTINGTON
19 INDIANAPOLIS
20 KANSAS CITY
21 KNOXVILLE
22 LITTLE ROCK
23 LOS ANGELES
24 LOUISVILLE
25 MEMPHIS
26 MIAMI
27 MILWAUKEE
28 NEWARK
29 NEW ORLEANS
30 NEW YORK
31 OKLAHOMA CITY
32 OMAHA
33 PHILADELPHIA
34 PITTSBURGH
35 PORTLAND
36 PUERTO RICO
37 RICHMOND
38 SALT LAKE CITY
39 SAN ANTONIO
40 SAN FRANCISCO
41 SEATTLE
42 SPRINGFIELD
43 ST. LOUIS
44 ST. PAUL
45 WASHINGTON

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 310 Federal | 4652 |
| 2 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 3 Birmingham, Ala. | 320 Federal | 4-1877 |
| 4 Boston, Mass. | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 5 Buffalo, N. Y. | 400 U. S. Court House | Cleveland 2030 |
| 6 Butte, Montana | 302 Federal | 2-4734 |
| 7 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 8 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 9 Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 10 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 11 Dallas, Texas | 1206 Tower Petroleum | 2-9086 |
| 12 Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 13 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 14 Detroit, Mich. | 911 Federal | Cadillac 2835 |
| 15 El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 16 Honolulu, Hawaii | 313 Federal | 4621 |
| 17 Huntington, W. Va. | 700 West Virginia | 8928 |
| 18 Indianapolis, Ind. | 323 Federal | Riley 5416 |
| 19 Juneau, Alaska | 515 Federal and Territorial | 618 |
| 20 Kansas City, Mo. | 1612 Federal Reserve Bank | Victor 3113 |
| 21 Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 22 Little Rock, Ark. | 500 Rector | 6734 |
| 23 Los Angeles, Calif. | 810 South Spring, Room 603 | Mutual 3277 |
| 24 Louisville, Ky. | 633 Federal | Jackson 5139 |
| 25 Memphis, Tenn. | 2401 Sterick | 8-4236 |
| 26 Miami, Florida | 1300 Biscayne | 3-5558 |
| 27 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 28 Newark, N. J. | 936 Raymond-Commerce | Market 2-5511 |
| 29 New Orleans, La. | 1308 Masonic Temple | Raymond 9354 |
| 30 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 31 Oklahoma City, Okla. | 940 First National | 2-8186 |
| 32 Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| 33 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 34 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 35 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 36 Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 37 Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 38 San Antonio, Texas | 478 Federal | Fannin 8052 |
| 39 San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 40 San Juan, Puerto Rico | | |
| 41 Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 42 Springfield, Illinois | 1107 Illinois | 7923 |
| 43 St. Louis, Mo. | 423 U.S. Court House & Custom House | Garfield 0360 (2120)* |
| 44 St. Paul, Minn. | 404 New York | Garfield 7509 |
| 45 Washington, D. C. | 2266 United States Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools who have been admitted to the bar and had at least two years of legal or business experience, or graduates of recognized accounting schools who have had at least three years of practical commercial accounting or auditing experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

Approximately 85 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 80 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 112 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training academy purposes. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training academy curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.



CRIMINAL IDENTIFICATION BY FINGERPRINTS BEING DEMONSTRATED BEFORE CLASS OF SPECIAL AGENTS, TRAINING SCHOOL, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

## Retraining

Experienced Agents are returned to Washington for inservice training purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property
Espionage
Extortion Cases
Federal Anti-Racketeering Statute

Federal Kidnaping Act
Federal Reserve Bank Act
Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or
Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of
Federal Reserve System, and Insured Banks
of the Federal Deposit Insurance Corporation
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or con-

spiracy operating in restraint of trade between the States. Any information regarding contracts, combinations or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which may be obtained relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property; or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the

country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) containing any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or orally, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected.

This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

## Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

## Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise is guilty of violating a Federal Law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Further, on January 24, 1936, the President approved an act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

## Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

## Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation. On August 24, 1937, the Federal Bank Robbery Act was amended to cover burglaries and larcenies committed in National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation.

## Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

## White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of our nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

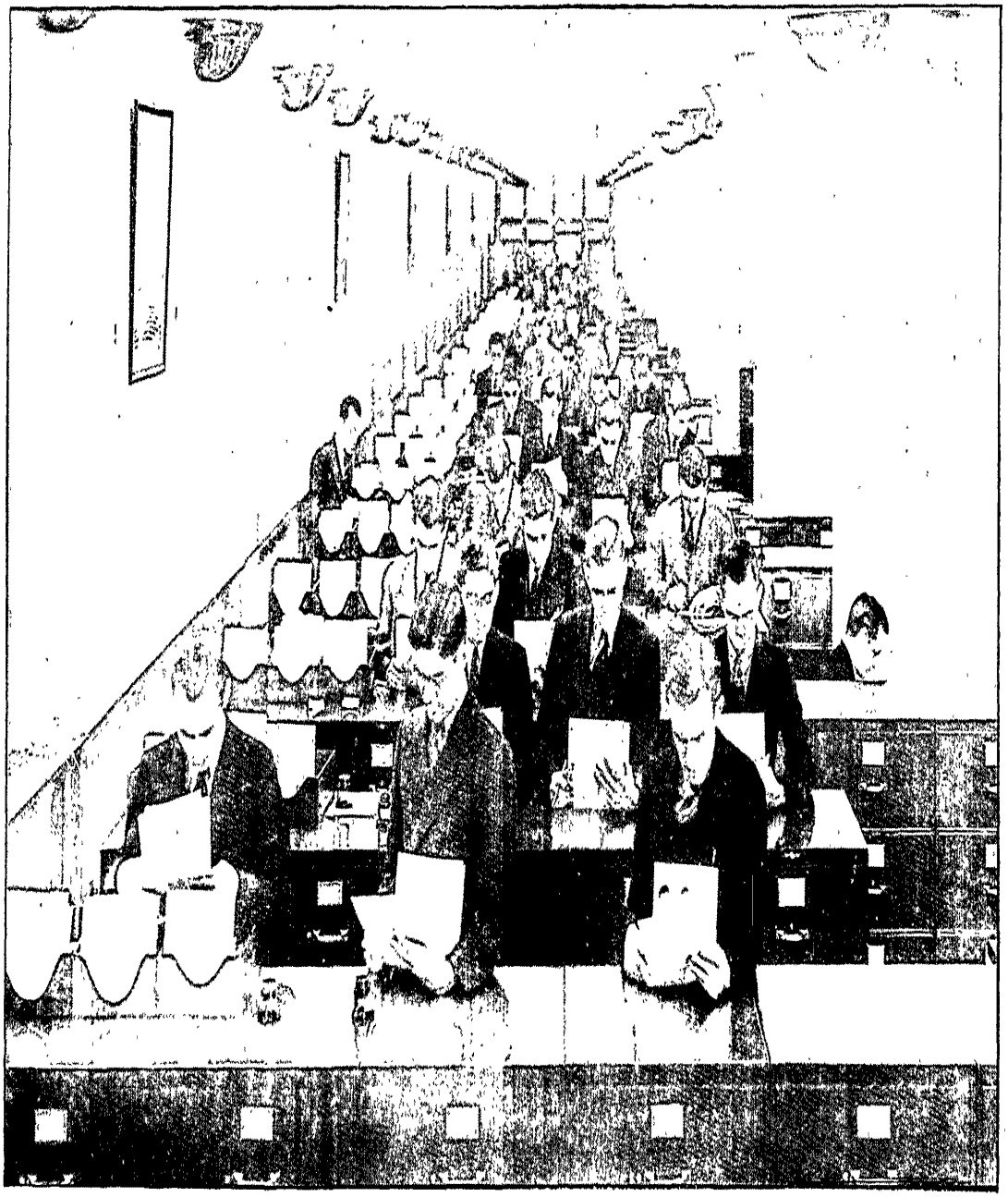
## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, and constitutes the largest and most complete collection of current value in existence.

On July 1, 1939, there was a total of 10,771,163 fingerprint records and 12,026,576 index cards in the Bureau's archives. Approximately 5,500 fingerprint records are being received in the Identification Division daily from 10,528 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.



A PORTION OF THE FINGERPRINT FILES SECTION OF THE IDENTIFICATION DIVISION, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WHERE THE FINGER IMPRESSIONS OF CRIMINALS ARE CLASSIFIED AND COMPARED.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the FBI can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicants are not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact either by air mail, special delivery or telegraph. Approximately 650 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 89 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

## TECHNICAL LABORATORY

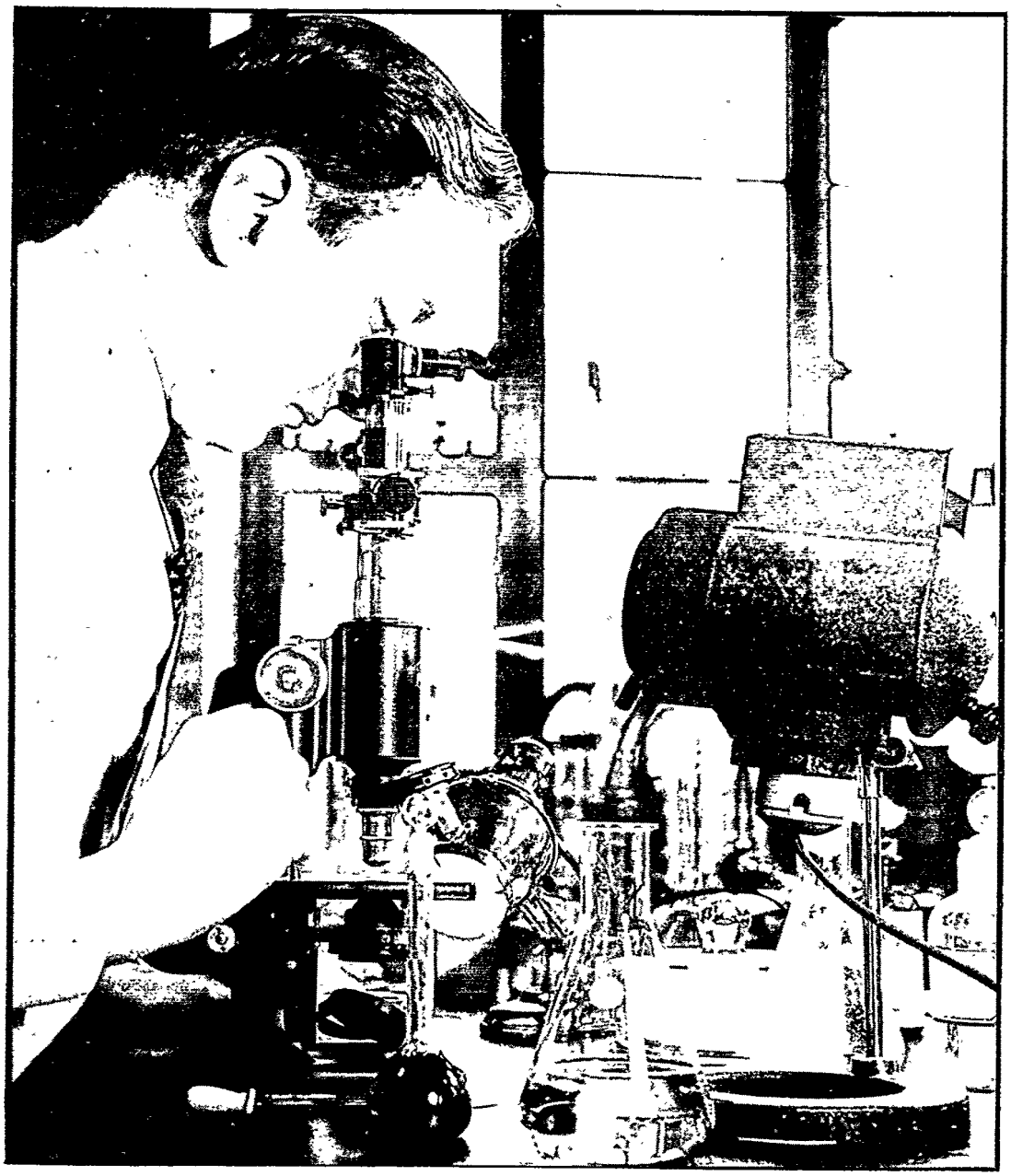
In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously it had been customary, in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer calipers, color charts, and special apparatus for ultra-violet light and infra-red sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.



MICROSPECTROSCOPIC EXAMINATION OF SUSPECTED BLOODSTAIN. TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

## THE FBI LAW ENFORCEMENT BULLETIN

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

More than 2,600 police departments throughout the United States, representing a population area of over 67,500,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,600 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is approximately 4,200, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

## FBI NATIONAL POLICE ACADEMY

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

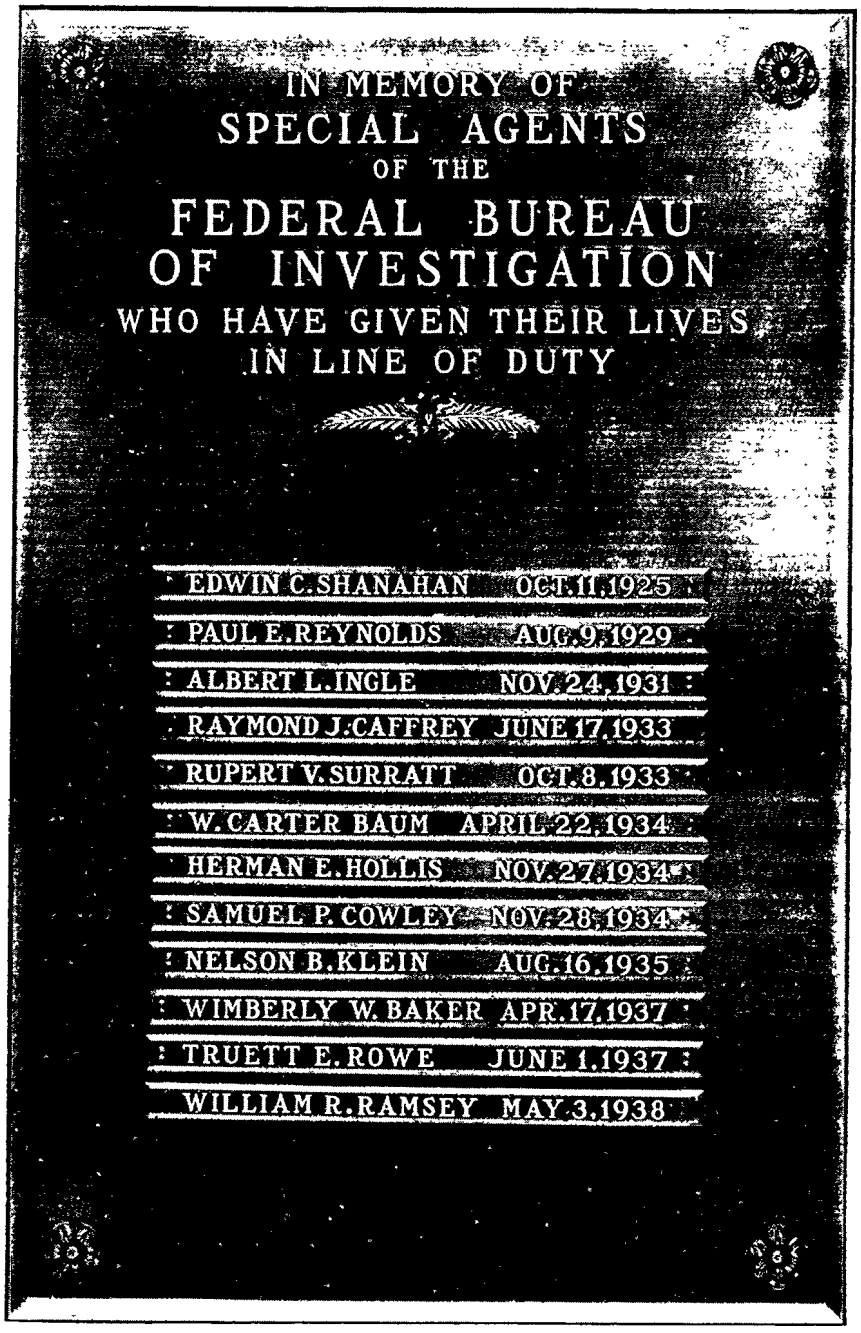
In the past fifteen years a total of $52,370,222.08 was appropriated for the operation of the FBI, while savings, fines and recoveries resulting from the investigative activities of the FBI totaled $251,855,353.35. This does not include the value of the many cooperative facilities to American law enforcement agencies which are rendered free of charge. Some of the Bureau's accomplishments during the fiscal year ended June 30, 1939 were:

Convictions in 96% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 16,948 years, in addition to 12 life sentences.

Location of 1,890 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 7,933 fugitives.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY .

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 3
Page 44 ~ Duplicate 62-HQ-21440 Ser 730X
Page 105 ~ Duplicate Serial 886
Page 124 ~ Duplicate 62-HQ-21440 Ser 730X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 128X - Section 1

## Crime Statistics

More than 1,900 police departments throughout the United States, representing a population area of over 63,000,000 make monthly and annual reports to the Bureau of offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

## Technical Laboratory

When the Special Agents in the field, in the course of their investigations, encounter any form of evidence requiring analysis, they forward the specimens to the Bureau's Technical Laboratory at Washington. Here experts examine the specimens and in many cases furnish scientific information ~~(by means of which the cases are solved.)~~ Testimony of such experts is also used as evidence in court.

Some of the instruments used by these experts to arrive

at their findings include comparison microscopes, microscopes for examining handwriting, the ultra-violet ray lamp for the indentification of invisible writing found in secret document, infra-red ray equipment, special cameras for photographing specimens, chemical apparatus for the examination of blood stains, qualitative and quantitative analyses, powders, chemicals, special lighting effects for studying material such as paper and projection are employing the use of parallel rays of light, and similar equipment.

With the help of using these instruments the laboratory technicians examine bullets and exploded shells, paper and water marks, make casts of objects of evidence such as deathmasks, footprints and tiremarks for use in trials, conduct micro-analyses of hair and textile fibres and chemical analyses of stains.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the posession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of a new agent as successful investigators.

More than ~~twenty-nine~~ 63 per cent of the Special Agents of the Federal Bureau of Investigation ~~are either lawyers~~ have had legal training or are expert accountants. [illegible] of the Bureau.

Included in the investigative personnel of the Bureau are former Texas Rangers, State Troopers, sheriffs, chiefs of police, detective bureau chiefs, and detectives. Other Special Agents were once teachers in colleges and high schools; still others were engaged in banking, insurance, sales, newspaper work, aviation and many other vocations.

After thorough instruction in the Bureau's training school the new agent works with seasoned agents for a considerable period and receives trial assignments. Gradually his assignments are increased in volume and importance until eventually he is qualified to investigate every type of violation which Special Agents are required to probe.

increasing class of cases.

In 1924, while the Honorable Harlan F. Stone, now a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction. This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued, and a training school for newly appointed

Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

With the passage of the Federal Kidnaping Statute or "Lindbergh Law" by Congress in 1932, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities.

## Investigative Jurisdiction

### General

It is the duty of the Federal Bureau of Investigation to investigate offenses against the laws of the United States and to collect evidence in cases in which the United States is or may be a party in interest. Its jurisdiction covers all violations of Federal laws except those pertaining to Narcotics, Smuggling, Counterfeiting, Immigration, and certain other miscellaneous statutes.

### Specific Violations

The types of matters investigated by the Federal Bureau of Investigation are very numerous. Some of the statutes which have been enforced by it for a number of years are:

Antitrust laws

Bankruptcy frauds

Crimes on the High Seas

Crimes on Government Reservations

Theft of Government property

Frauds against the Government

Impersonation of Federal officials

Larceny from interstate shipments

Location of escaped Federal prisoners

National Bank Act

National Motor Vehicle Theft Act

White Slave Traffic Act

Recent Statutes

During the many years that the Federal Bureau of Investigation was pursuing the investigation of these violations, the public generally knew little of its achievements. But meanwhile, observers of criminal trends had come to recognize that organized crime had taken on an interstate character. Dangerous law-breakers could perpetrate a violent crime in one state, and flee to comparative safety in another state because pursuit by local and state officers was halted at their state borders.

The wave of kidnaping in 1932 and 1933 precipitated action on the part of Congress to combat the increase in inter-

state crime. A series of statutes were passed, and the investigation of violations of these statutes was entrusted to the Federal Bureau of Investigation. Included in this legislation were:

The Federal Bank Robbery Statute, penalizing robberies of National Banks and member banks of the Federal Reserve System.

The Federal Fugitive Act, making it a Federal offense to flee across state boundaries to avoid prosecution or to avoid testifying, in certain criminal cases.

The Federal Racketeering Statute.

The National Stolen Property Act.

The Statute penalizing the transmission in interstate commerce of extortion threats.

The Statute directed against killing, assaulting or resisting a Federal officer in the performance of his duties.

## Organization

### Field Offices

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, the Bureau has field offices in thirty-seven strategically located cities throughout the United States.

Each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the

Washington headquarters of the Bureau. Each field office covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate office, and also to the Washington headquarters of the Bureau. A copy of every report a field office makes is submitted to Washington, where it is possible a consolidation is made of the data collected on each case, which permits the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Identification Division

### Fingerprint Records

The Identification Division, which was established in 1924 with a nucleus of 810,188 fingerprint records, now contains a collection of over 5,800,000 fingerprints -- the largest collection of criminal records of current value in the world. Every day an average of 9700 additional fingerprint cards are received from contributors all over the world. At present, over 9,000 law enforcement agencies submit fingerprints to the Bureau for information as to whether previous criminal records are on file. Sixty-eight foreign countries exchange fingerprints with the Bureau in combatting the international activities of confidence men, swindlers and gangsters.

Within thirty-six hours after the receipt of a fingerprint card, the Bureau replies to the contributor, either submitting the details of the individual's previous record, or the information that no such record is on file. Approximately half of the fingerprint cards received at the Bureau are of persons having a previous criminal record on file in the Identification Division.

### Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "Wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints

taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact.

The F. B. I. Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication called "The F. B. I. Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

Civil Identification

The latest feature of the Identification Division is its civil identification section, in which are filed the fingerprints of law abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the personal identification section, the citizen can, insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims identified through fingerprints if their prints are on file in this section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the person held. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's personal identification section. All citizens are invited to place their prints on record there in the civil identification files which are kept entirely separate from those in the criminal file.

## Crime Statistics

More than 1,900 police departments throughout the United States, representing a population area of over 65,000,000 make monthly and annual reports to the Bureau of offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

## Technical Laboratory

When the Special Agents in the field, in the course of their investigations, encounter any form of evidence requiring analysis, they forward the specimens to the Bureau's Technical Laboratory at Washington. Here experts examine the specimens and in many cases furnish scientific information which is often of assistance in the solution of the case. Testimony of such experts is also used as evidence in court.

Some of the instruments used by these experts to arrive

at their findings include comparison microscopes, microscopes for examining handwriting, the ultra-violet ray lamp for the identification of invisible writing found in secret document, infra-red ray equipment, special cameras for photographing specimens, chemical apparatus for the examination of blood stains, qualitative and quantitative analyses, powders, chemicals, special lighting effects for studying material such as paper and similar equipment.

Using these instruments the laboratory technicians examine bullets and exploded shells, paper and water marks, make casts of objects of evidence such as deathmasks, footprints and tiremarks for use in trials, conduct micro-analyses of hair and textile fibres and chemical analyses of stains.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

## Training Schools

A regular faculty of full-time instructors and nearly thirty specialists lecture on various phases of criminal detection and apprehension and kindred crime subjects to newly appointed Special Agents during their fourteen weeks of rigorous training. The instructors include men who taught at colleges and high schools, Phi Beta Kappa men and a Rhodes scholar. Veteran agents are recalled periodically to the training school where they are given a month of retraining.

The training school curriculum includes studies in the technique of investigation, violations of Federal law, rules of evidence, scientific crime detection, fingerprint identification, and practice in the use of the pistol, the Army rifle, the automatic shotgun, the machine gun and the tear-gas riot gun.

In July, 1935, the Police Training School of the Federal Bureau of Investigation was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers. The course pursued by these officers is of three months' duration.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: Attorneys, expert accountants,

or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of a new agent as successful investigators.

More than 63 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by 452 of the Bureau's 622 Special Agents. Special Agents speak fluently at least one of 25 foreign languages.

Some of the vocations and avocations of Special Agents prior to entering the FBI were as follows:

Business

| | | | |
|---|---|---|---|
| Advertising | Hotel | Personnel | Restaurant Business |
| Amusements | Ice Business | Photography | Salesman |
| Bus Business | Insurance | Piano | Secretary |
| Economist | Jewelry | Public Utilities | Shoes |
| Garage | Leather | Publishing | Stenographer |
| Grocery Business | Meat | Purchasing Agent | Taxes |
| Haberdashery | Merchandise | Radio | Theatre |
| Hardware | Mortgage | Real Estate | Typist |
| | | | Warehouse |

Industry

| | | | |
|---|---|---|---|
| Automobile | Foundries | Manufacturing | Railroad |
| Copper | Iron | Milling | Steel |
| Cotton | Logging | Motion Picture | Sugar Industry |
| Factories | Lumber | Oil | Textile |
| | | | Tobacco |

**Trades**

| | | | |
|---|---|---|---|
| Baker | Draftsman | Painter | Telegraphy |
| Blacksmith | Electricity | Photostat Operator | Telephone |
| Boiler Maker | Foreman | Plate Cutter | Teletype |
| Carpenter | Fur | Plumbing | Timekeeper |
| Chauffeur | Heating | Printer | Trapping |
| Commissaries | Laborer | Stevedore | Truck Driver |
| Construction | Machinist | Steward | Waiter |
| Cook | Mechanic | Storekeeper | Welding |
| Diver | | | Woodcraft |

**Sciences**

| | | | |
|---|---|---|---|
| Archeology | Drugs | Microscopist | Ballistics |
| Astronomy | Geology | Ornithology | Fingerprinting |
| Chemistry | Hypnotism | Psychology | Identification Work |
| | | | Technical Research Work |

**Sports**

| | | | |
|---|---|---|---|
| Auto Racing | Crew | Horseman | Squash |
| Baseball | Fencing | Lacrosse | Swimming |
| Basketball | Football | Polo | Tennis |
| Billiards | Golf | Soccer | Track |
| Bowling | Handball | Skating | Trap Shooting |
| Boxing | Hockey | Skiing | Wrestling |

After thorough instruction in the Bureau's training school the new agent works with seasoned agents for a considerable period and receives trial assignments. Gradually his assignments are increased in volume and importance until eventually he is qualified to investigate every type of violation which Special Agents are required to probe.

## ACCOMPLISHMENTS

During the fiscal year 1935, the cost of operating the Federal Bureau of Investigation was $4,625,518.00. Some of its accomplishments during the same period were:

Ninety-four per cent of the cases investigated, which

were brought to trial, resulted in convictions.

Sentences imposed included three death sentences, eight life sentences and totaled over 10,757 years.

One thousand thirty Federal fugitives from justice were located.

Through the Identification Division, various law enforcement officials were assisted in locating 4,403 fugitives.

The savings and recoveries effected in cases in which the Bureau performed investigations amounted to $38,461,686.17.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

October 11, 1935.

**FORMER OCCUPATIONS AND TRAINING OF BUREAU'S INVESTIGATIVE PERSONNEL - AVERAGE AGE - FIREARMS TRAINING AND EQUIPMENT - APPREHENSION OF FUGITIVES.**

## Academic Training

Over 63% of the Bureau's investigative personnel, which totals 624 have had legal training or were expert accountants before entering the Bureau with the exact percentage of each being:

64.75% with previous legal training
18.75% expert accountants

Four hundred fifty-two (452) Special Agents of the investigative personnel have University degrees, of which number:

262 have one degree
177 have two degrees
10 have three degrees
3 have four degrees

Foreign languages are spoken by Agents of the FBI as follows:

| Language | Number of Agents |
|---|---|
| Bohemian | 2 |
| Czechoslovakian | 3 |
| Danish | 1 |
| French | 50 |
| German | 25 |
| Greek | 5 |
| Hebrew | 2 |
| Hindustani | 1 |
| Hungarian | 1 |
| Indian | 1 |
| Italian | 7 |

| Language | Number of Agents |
|---|---|
| Jewish | 9 |
| Latin | 14 |
| Lithuanian | 1 |
| Malay | 1 |
| Norwegian | 5 |
| Polish | 3 |
| Portuguese | 1 |
| Russian | 4 |
| Scandinavian | 1 |
| Slavish | 2 |
| Spanish | 46 |
| Swedish | 4 |
| Ukranian | 1 |
| Yiddish | 6 |

## Former Occupations

The present investigative personnel of the FBI is composed of men formerly engaged in many lines. Twenty-two (22) were engaged in aviation of which one was a parachute jumper. Forty-four (44) were engaged in engineering of which 12 followed mining engineering and 10 surveying engineering.

Probably the classification Business reflects more Agents as being proficient in this line of endeavor than any other. The various types of business formerly followed together with the number of Agents following same are listed below:

| Business | Number of Agents |
|---|---|
| Advertising | 3 |
| Amusements | 1 |
| Bus Business | 1 |
| Economist | 2 |
| Garage | 3 |
| Grocery Business | 19 |
| Haberdashery | 2 |
| Hardware | 3 |
| Hotel | 21 |
| Ice Business | 4 |
| Insurance | 13 |
| Jewelry | 4 |
| Leather | 2 |
| Meat | 4 |

| Business | Number of Agents |
|---|---|
| Merchandise | 5 |
| Mortgage | 2 |
| Personnel | 1 |
| Photography | 22 |
| Piano | 2 |
| Public Utilities | 3 |
| Publishing | 4 |
| Purchasing Agent | 5 |
| Radio | 29 |
| Real Estate | 15 |
| Restaurant Business | 6 |
| Salesman | 95 |
| Secretary | 10 |
| Shoes | 8 |
| Stenographer | 44 |
| Taxes | 6 |
| Theatre | 2 |
| Typist | 229 |
| Warehouse | 3 |

Under the title Administrative Work, 1 Agent has had work in a college, 1 has been a contact man, 2 in country clubs, 5 as executives, 8 as Government employees, 19 as managers, 6 as organization specialists and 4 as traffic managers.

Agents have followed financial work in the following capacities:

24 as auditors
24 as bookkeepers
12 as brokers
5 at financing
1 as paymaster
38 in banking work
7 as cashiers

Shipping has engaged the services of 11 Agents, and there have been in addition 14 men who have served as seamen on vessels.

Six (6) Agents have served in the capacity of statisticians.

The following industries formerly employed Bureau Agents:

| Industry | Number of Agents |
|---|---|
| Automobile | 30 |
| Copper | 1 |
| Cotton | 1 |
| Factories | 2 |
| Foundries | 2 |
| Iron | 7 |
| Logging | 1 |
| Lumber | 13 |
| Manufacturing | 10 |
| Milling | 3 |
| Motion Picture | 7 |
| Oil | 18 |
| Railroad | 31 |
| Steel | 8 |
| Sugar Industry | 3 |
| Textile | 3 |
| Tobacco | 2 |

Thirty-three (33) men were engaged in the newspaper business generally and 17 additional Agents served in the capacity of reporters.

The following trades are represented in the present FBI personnel as follows:

| Trade | Number of Agents |
|---|---|
| Baker | 1 |
| Blacksmith | 1 |
| Boiler Maker | 1 |
| Carpenter | 14 |
| Chauffeur | 14 |
| Commissaries | 1 |
| Construction | 23 |
| Cook | 5 |
| Diver | 1 |
| Draftsman | 5 |
| Electricity | 24 |
| Foreman | 5 |
| Fur | 1 |
| Heating | 1 |

| Trade | Number of Agents |
|---|---|
| Laborer | 18 |
| Machinist | 9 |
| Mechanic | 35 |
| Painter | 14 |
| Photostat Operator | 4 |
| Plate Cutter | 1 |
| Plumbing | 9 |
| Printer | 14 |
| Stevedore | 2 |
| Steward | 3 |
| Storekeeper | 13 |
| Telegraphy | 11 |
| Telephone | 24 |
| Teletype | 5 |
| Timekeeper | 7 |
| Trapping | 3 |
| Truck Driver | 5 |
| Waiter | 13 |
| Welding | 1 |
| Woodcraft | 7 |

Prior to entry into the service of the FBI 32 Agents have been engaged in police work generally, as well as 1 game warden and 3 prison workers.

One hundred forty (140) Agents have had prior military experience in the various services of the United States and 22 like service in the Navy.

Forty-two (42) Agents were engaged generally in investigative work not including 22 engaged in civil investigative work, 20 in criminal investigative work and 1 in narcotic investigations.

Under judicial work, 7 Agents have had extensive bankruptcy experience, 4 served as Clerk of Court, 1 as a Commissioner and 1 was engaged in Naturalization matters.

Two (2) Agents have seen service in foreign trade while 4 have been engaged in diplomatic work and 2 in consular work.

One (1) Agent has served in the Customs service and 6 in Immigration matters.

Twenty-six (26) Agents have had stage experience and 39 experience in public speaking, 1 as a sculptor, 6 in art, 6 in debating and 3 conversationalists.

Sixty-one (61) Agents are experienced musicians, 7 stamp collectors and 1 a coin collector.

Seventy-two (72) Agents were formerly school teachers, 9 were librarians and 1 saw service as a book agent. Eighteen (18) were writers, 6 served in social work generally together with 15 in boys' work and 2 in club work.

Nine (9) Agents have been engaged in religious endeavors, 1 in the capacity of a preacher.

Six (6) Agents have studied medicine, 5 first aid, 6 pharmacy, 1 veterinary medicine and 1 dentistry.

The sciences as a profession are represented as follows:

| Sciences | Number of Agents |
|---|---|
| Archaeology | 1 |
| Astronomy | 1 |
| Chemistry | 4 |
| Drugs | 12 |
| Geology | 3 |
| Hypnotism | 1 |
| Microscopist | 1 |
| Ornithology | 1 |
| Psychology | 2 |
| Ballistics | 3 |
| Fingerprinting | 27 |
| Identification Work | 1 |
| Technical Research Work | 3 |

## Firearms Training

Six hundred twenty (620) Agents are qualified pistol shots, 621 have qualified with the automatic shotgun, 621 with the Thompson submachine gun, 621 with the tear gas riot gun, 620 with the 30.06 Bolt Action Rifle (Army), 619 with the Colt Monitor Rifle.

Of the 28 Agents who had previous specialized firearms training before entering the Bureau, 1 is a National Rifle and

and Pistol Champion, 1 a State Peace Officers' Pistol Champion, 4 are expert trap shots, 1 a Tear Gas Expert, 1 a Marine Corps Instructor in Small Arms, 10 are Army Small Arms Experts, 1 an expert heavy gunner (Army), 4 are machine gun experts, and 1 is an aerial gunnery expert.

Each member of the Bureau's investigative personnel is armed with the latest type of revolver, or automatic pistol.

In addition, the Bureau's thirty-seven Field Offices throughout the United States maintain the following equipment for the use of the Bureau's investigative personnel as occasion may arise:

Colt Monitor Automatic Rifle
Automatic Shotgun (riot gun)
High powered rifles
Machine guns
Gas riot guns
Gas grenades
Protective shields
Bullet proof vests
Powerful searchlights
Flares

All members of the Bureau's investigative personnel are furnished training monthly in the use of all of the above firearms and equipment.

## Athletics

In the various fields of sports Special Agents have also been active both as professional athletes and semi-professional athletes and also as amateurs. The following sports are represented as follows:

| Sports | Number of Agents |
|---|---|
| Auto Racing | 4 |
| Baseball | 62 |
| Basketball | 40 |
| Billiards | 12 |
| Bowling | 18 |
| Boxing | 16 |
| Crew | 9 |
| Fencing | 2 |

| Sports | Number of Agents |
|---|---|
| Football | 37 |
| Golf | 49 |
| Handball | 22 |
| Hockey | 4 |
| Horseman | 74 |
| Lacrosse | 3 |
| Polo | 1 |
| Soccer | 2 |
| Skating | 24 |
| Skiing | 6 |
| Squash | 2 |
| Swimming | 93 |
| Life Guards 13 | |
| Tennis | 41 |
| Track | 26 |
| Trap Shooting | 4 |
| Wrestling | 17 |

Camping, camps and playgrounds have seen a number of Agents engaged under these classifications.

## Age Requirements and Comparisons

The average age of members of the Bureau's investigative personnel is slightly over 35 years.

The required age for Agents entering the Bureau is from 25 to 35 years.

It is interesting to compare this minimum and maximum entrance age with those of foreign and American city and state police departments and similar organizations.

### Foreign Police Departments

| | Minimum Age | Maximum Age |
|---|---|---|
| Metropolitan Police Department, London (Scotland Yard) | 20 | 27 |
| Royal Italian Carabineers (Italian National Police) Note: Average age of officers of this force is 27 years. | 18 | 26 |
| Vienna Police Department | 22 | 34 |

| Foreign Police Departments | Minimum Age | Maximum Age |
|---|---|---|
| Austrian Federal Police | 27 | 34 |
| Berlin Police Department | 24 | 30 |
| Prussian Police | 24 | 30 |
| Royal Canadian Mounted Police | 18 | 40 |

| American City Police Departments | Minimum Age | Maximum Age |
|---|---|---|
| Chicago | 21 | 28 |
| St. Louis | 22 | 32 |
| San Francisco | 21 | 35 |
| Washington, D. C. | 21 | 32 |
| Milwaukee | 24 | 30 |
| New York | 21 | 29 |

| American State Police Forces | Minimum Age | Maximum Age |
|---|---|---|
| Connecticut State Police | 23 | 30 |
| Maryland State Police | 21 | 31 |
| Michigan State Police | 23 | 30 |
| Virginia State Police | 21 | 35 |
| Pennsylvania State Police | 21 | 40 |
| New York State Police | 21 | 40 |

## Fugitives Apprehended

Special Agents of the Bureau during the fiscal year 1935, located 1,090 Federal fugitives from justice. In addition, the Identification Division of the Bureau assisted various law enforcement officials throughout the United States in identifying 4,403 fugitives during the same year.

FEDERAL BUREAU OF INVESTIGATION

From: Mechanical Section

7/12 1938.

TO:
- Director
- Mr. Nathan
- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr Tamm
- Mr. Coffey
- Miss Gandy
- Mr. Tracy
- Mr. Nichols
- Mr. Harbo
- Mr. Schilder
- Chief, Unit
- Lab. Section
- Chief Clerk
- Wash. Field Division

Mr.

R. C. Renneberger.

FEDERAL BUREAU OF INVESTIGATION

Room 4236 4/19 1938.

Phone 245

TO:
- _____ Director
- _____ Mr. Tolson
- _____ Mr. Nathan
- _____ Mr. Clegg
- _____ Mr. Tamm
- _____ Mr. Foxworth
- _____ Mr. Egan
- _____ Mr. Glavin
- _____ Miss Gandy
- _____ Mr. _____
- _____ Miss _____
- _____ Mr. Coffey
- _____ Mr. Harbo
- _____ Mr. Lester
- _____ Mr. Naughten
- ✓ Mr. Renneberger
- _____ Mr. Schilder
- _____ Mr. Tracy
- _____ Chief Clerk's Office
- _____ Files Section
- _____ Mail Room
- _____ Supply Room

RESEARCH DIVISION

- _____ Mr. Ducommun
- _____ Mr. Gleason
- _____ Mr. Mathis
- _____ Mr. McGuire
- _____ SEE ME
- _____ SEND FILE
- _____ Miss Cunningham
- _____ Miss Lurz
- _____ NOTE & RETURN
- _____ FOR APPROPRIATE ACTION

note change blackout in date of arrest; punctuation & spelling on Page 4; addition of sentence on Page 15; Change in figure on Page 16 and Change on Page 18

Mcguire

L. B. Nichols.

4/20/38

RD-5

NO. 1

# FEDERAL BUREAU OF INVESTIGATION

TO MECHANICAL SECTION: DATE 2/21/38

PLEASE PREPARE THE FOLLOWING FOR Mr. Nichols ROOM NO. 4236 PHONE _____
MET

☐ MIMEOGRAPHING ☐ PHOTOGRAPHING ☐ PHOTOSTATING
☐ MULTIGRAPHING ☐ DUPLIGRAPHING ☐ MULTI-LITHING
☐ ADDRESSOGRAPHING

| NO. OF ORIGINALS | NO. COPIES REQUESTED OF EACH | KIND OF PAPER | SIZE | NEGATIVE OR POSITIVE |
|---|---|---|---|---|
| | | LETTERHEAD PLAIN | | |
| 1 | 10,000 | Booklet "The Federal | Same | |
| | 9850 | Bureau of Investigation" | | |
| | | with indicated changes. | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

REMARKS OR DESCRIPTION _____

APPROVED _____ SIGNED _____

M-16

63-31440-738X

RECEIVED

# PHOTOGRAPHIC

| |
|---|
| NEGATIVES |
| POSITIVES |
| CONTACT-PRINTS |
| ENLARGEMENTS |
| LANTERN SLIDES |
| MOUNTING |
| OPAQUING |
| DELIVERED DATE<br>TIME<br>INITIAL |

# PRINTING

| | DATE | INITIALS |
|---|---|---|
| SET<br>TYPED | | |
| PROOFED | | |
| CORRECTED | | |
| PLATES MADE | | |
| RUN | | |
| ASSEMBLED<br>FOLDED | | |
| STAPLED<br>PUNCHED<br>CUT | | |
| DELIVERED | | |

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

JHM:VP

February 21, 1938.

MEMORANDUM FOR MR. TOLSON

Pursuant to your instructions, it is suggested that the pamphlet, "The Federal Bureau of Investigation", be revised and 10,000 copies of this publication be printed for distribution. The following changes should be made in the revised edition:

Page 2, Paragraph 4, Line 2 -- "forty-seven field divisions" should be changed to "forty-five field divisions."

Page 3 -- A new chart should be included showing the omission of the Hartford and Phoenix Offices and a re-allocation of this territory.

Page 4 -- An up-to-date mailing list of the offices and addresses should be included.

Page 5, Line 1 -- "forty-seven key cities" should be changed to "forty-five key cities."

Paragraph 4, Line 2 -- "twenty-five" should be changed to "twenty-three."

Page 7, Line 1 -- "84 per cent" should be changed to "83 per cent."
Paragraph 2, Line 1 -- "76 per cent" should be changed to "78 per cent."
Paragraph 2, Line 3 -- "21 foreign languages" should be changed to "20 foreign languages."
Paragraph 2, Line 4 -- "100 vocations" should be changed to "110 vocations."

Page 16, Paragraph 4 -- This paragraph should be changed to read: "On February 1, 1938, there was a total of 8,132,564 fingerprint records and 9,411,429 index cards in the Bureau's archives. On February 1, 1938, approximately 6,900 fingerprint records were being received in the Identification Division daily from 10,630 contributing law enforcement agencies throughout the world."

Page 19, Paragraph 1, Line 1 -- "81 foreign countries" should be changed to "83 foreign countries."

Page 22, Paragraph 5, Line 2 -- "65,000,000" should be changed to "65,722,000."

Paragraph 5, Line 4 -- "1,100 sheriff's offices" should be changed to "1,278 sheriff's offices."

Paragraph 5, Line 6 -- "3,431" should be changed to "3,723."

Page 23 -- This page showing the number of persons arrested between the ages of 16 and 24 should include the new chart dated January 1, 1938.

With these changes, this pamphlet will be brought up to date.

Respectfully,

L. B. Nichols.

JHM:VP

February 21, 1938.

MEMORANDUM FOR MR. TOLSON

Pursuant to your instructions, it is suggested that the pamphlet, "The Federal Bureau of Investigation", be revised and 10,000 copies of this publication be printed for distribution. The following changes should be made in the revised edition:

Page 2, Paragraph 4, Line 2 -- "forty-seven field divisions" should be changed to "forty-five field divisions."

Page 3 -- A new chart should be included showing the omission of the Hartford and Phoenix Offices and a re-allocation of this territory.

Page 4 -- An up-to-date mailing list of the offices and addresses should be included.

Page 5, Line 1 -- "forty-seven key cities" should be changed to "forty-five key cities."

Paragraph 4, Line 2 -- "twenty-five" should be changed to "twenty-three."

Page 7, Line 1 -- "84 per cent" should be changed to "83 per cent."
Paragraph 2, Line 1 -- "76 per cent" should be changed to "78 per cent."
Paragraph 2, Line 3 -- "21 foreign languages" should be changed to "20 foreign languages."
Paragraph 2, Line 4 -- "100 vocations" should be changed to "110 vocations."

Page 16, Paragraph 4 -- This paragraph should be changed to read: "On February 1, 1938, there was a total of 3,132,564 fingerprint records and 9,411,429 index cards in the Bureau's archives. On February 1, 1938, approximately 6,900 fingerprint records were being received in the Identification Division daily from 10,630 contributing law enforcement agencies throughout the world."

Page 19, Paragraph 1, Line 1 -- "81 foreign countries" should be changed to "83 foreign countries."

Page 22, Paragraph 5, Line 2 -- "65,000,000" should be changed to "65,722,000."

Paragraph 5, Line 4 -- "1,100 sheriff's offices" should be changed to "1,278 sheriff's offices."

Paragraph 5, Line 6 -- "3,431" should be changed to "3,723."

Page 23 -- This page showing the number of persons arrested between the ages of 16 and 24 should include the new chart dated January 1, 1938.

With these changes, this pamphlet will be brought up to date.

Respectfully,

L. B. Nichols.

| | JUSTICE | JHM:VP 2/11/38 |
|---|---|---|

L. B. NICHOLS

Memo for Mr. Tolson.

Purs. to instr., adv. of changes that shd. be made to bring "the FBI" up to date.

| | JUSTICE | JHM:VP 2/11/38 |
|---|---|---|

L. B. NICHOLS

Memo for Mr. Tolson.

Purs. to instr., adv. of changes that shd. be made to bring "the FBI" up to date.

THE STORY

OF

THE FEDERAL BUREAU OF INVESTIGATION

OF

THE UNITED STATES DEPARTMENT OF JUSTICE

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws and placed them under the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly

increasing class of cases.

In 1924, while the Honorable Harlan F. Stone, now a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction. This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued, and a training school for newly appointed

Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

With the passage of the Federal Kidnaping Statute or "Lindbergh Law" by Congress in 1932, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities.

## Investigative Jurisdiction

### General

It is the duty of the Federal Bureau of Investigation to investigate offenses against the laws of the United States and to collect evidence in cases in which the United States is or may be a party in interest. Its jurisdiction covers all violations of Federal laws except those pertaining to Narcotics, Smuggling, Counterfeiting, Immigration, and certain other miscellaneous statutes.

### Specific Violations

The types of matters investigated by the Federal Bureau of Investigation are very numerous. Some of the statutes which have been enforced by it for a number of years are:

Antitrust laws

Bankruptcy frauds

Crimes on the High Seas

~~Crimes on Government Reservations~~

Theft of Government property

Frauds against the Government

Impersonation of Federal officials

Larceny from interstate shipments

Location of escaped Federal prisoners

National Bank Act

National Motor Vehicle Theft Act

White Slave Traffic Act

Recent Statutes

During the many years that the Federal Bureau of Investigation was pursuing the investigation of these violations, the public generally knew little of its achievements. But meanwhile, observers of criminal trends had come to recognize that organized crime had taken on an interstate character. Dangerous law-breakers could perpetrate a violent crime in one state, and flee to comparative safety in another state because pursuit by local and state officers was halted at their state borders.

The wave of kidnaping in 1932 and 1933 precipitated action on the part of Congress to combat the increase in inter-

state crime. A series of statutes were passed, and the investigation of violations of these statutes was entrusted to the Federal Bureau of Investigation. Included in this legislation were:

The Federal Bank Robbery Statute, penalizing robberies of National Banks and member banks of the Federal Reserve System.

The Federal Fugitive Act, making it a Federal offense to flee across state boundaries to avoid prosecution or to avoid testifying, in certain criminal cases.

The Federal Racketeering Statute.

The National Stolen Property Act.

The Statute penalizing the transmission in interstate commerce of extortion threats.

The Statute directed against killing, assaulting or resisting a Federal officer in the performance of his duties.

7

## Organization

### Field Offices

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, the Bureau has field offices in thirty-seven strategically located cities throughout the United States.

Each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the

Washington headquarters of the Bureau. Each field office covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate office, and also to the Washington headquarters of the Bureau. A copy of every report a field office makes is submitted to Washington, where it is possible a consolidation is made of the data collected on each case, which permits the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Identification Division

### Fingerprint Records

The Identification Division, which was established in 1924 with a nucleus of 810,188 fingerprint records, now contains a collection of over 5,500,000 fingerprints -- the largest collection of criminal records of current value in the world. Every day an average of 3700 additional fingerprint cards are received from contributors all over the world. At present, over 9,000 law enforcement agencies submit fingerprints to the Bureau for information as to whether previous criminal records are on file. Seventy foreign countries exchange fingerprints with the Bureau in combatting the international activities of confidence men, swindlers and gangsters.

Within thirty-six hours after the receipt of a fingerprint card, the Bureau replies to the contributor, either submitting the details of the individual's previous record, or the information that no such record is on file. Approximately half of the fingerprint cards received at the Bureau are of persons having a previous criminal record on file in the Identification Division.

### Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "Wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints

taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprized of the fact.

The F. B. I. Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication called "The F. B. I. Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

Civil Identification

The latest feature of the Identification Division is its civil identification section, in which are filed the fingerprints of law abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the personal identification section, the citizen can, insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims identified through fingerprints if their prints are on file in this section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the person held. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's personal identification section. All citizens are invited to place their prints on record there in the civil identification files which are kept entirely separate from those in the criminal file.

## Crime Statistics

More than 1,900 police departments throughout the United States, representing a population area of over 63,000,000 make monthly and annual reports to the Bureau of offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the 13 fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

## Technical Laboratory

When the Special Agents in the field, in the course of their investigations, encounter any form of evidence requiring analysis, they forward the specimens to the Bureau's Technical Laboratory at Washington. Here experts examine the specimens and in many cases furnish scientific information which is often of assistance in the solution of the case. Testimony of such experts is also used as evidence in court.

Some of the instruments used by these experts to arrive

at their findings include comparison microscopes, microscopes for examining handwriting, the ultra-violet ray lamp for the identification of invisible writing found in secret document, infra-red ray equipment, special cameras for photographing specimens, chemical apparatus for the examination of blood stains, qualitative and quantitative analyses, powders, chemicals, special lighting effects for studying material such as paper and similar equipment.

Using these instruments the laboratory technicians examine bullets and exploded shells, paper and water marks, make casts of objects of evidence such as deathmasks, footprints and tiremarks for use in trials, conduct micro-analyses of hair and textile fibres and chemical analyses of stains.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

## Training Schools

A regular faculty of full-time instructors and nearly thirty specialists lecture on various phases of criminal detection and apprehension and kindred crime subjects to newly appointed Special Agents during their fourteen weeks of rigorous training. The instructors include men who taught at colleges and high schools, Phi Beta Kappa men and a Rhodes scholar. Veteran agents are recalled periodically to the training school where they are given a month of retraining.

The training school curriculum includes studies in the technique of investigation, violations of Federal law, rules of evidence, scientific crime detection, fingerprint identification, and practice in the use of the pistol, the Army rifle, the automatic shotgun, the machine gun and the tear-gas riot gun.

In July, 1935, the Police Training School of the Federal Bureau of Investigation was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers. The course pursued by these officers is of three months' duration.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: Attorneys, expert accountants,

or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of a new agent as successful investigators.

More than 83 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by 452 of the Bureau's 622 Special Agents. Special Agents speak fluently at least one of 25 foreign languages.

Some of the vocations and avocations of Special Agents prior to entering the FBI were as follows:

Business

| | | | |
|---|---|---|---|
| Advertising | Hotel | Personnel | Restaurant Business |
| Amusements | Ice Business | Photography | Salesman |
| Bus Business | Insurance | Piano | Secretary |
| Economist | Jewelry | Public Utilities | Shoes |
| Garage | Leather | Publishing | Stenographer |
| Grocery Business | Meat | Purchasing Agent | Taxes |
| Haberdashery | Merchandise | Radio | Theatre |
| Hardware | Mortgage | Real Estate | Typist |
| | | | Warehouse |

Industry

| | | | | |
|---|---|---|---|---|
| Automobile | Foundries | Manufacturing | Railroad | |
| Copper | Iron | Milling | Steel | |
| Cotton | Logging | Motion Picture | Sugar Industry | |
| Factories | Lumber | Oil | Textile | |
| | | | Tobacco | |

Trades

| | | | |
|---|---|---|---|
| Baker | Draftsman | Painter | Telegraphy |
| Blacksmith | Electricity | Photostat Operator | Telephone |
| Boiler Maker | Foreman | Plate Cutter | Teletype |
| Carpenter | Fur | Plumbing | Timekeeper |
| Chauffeur | Heating | Printer | Trapping |
| Commissaries | Laborer | Stevedore | Truck Driver |
| Construction | Machinist | Steward | Waiter |
| Cook | Mechanic | Storekeeper | Welding |
| Diver | | | Woodcraft |

Sciences

| | | | |
|---|---|---|---|
| Archeology | Drugs | Microscopist | Ballistics |
| Astronomy | Geology | Ornithology | Fingerprinting |
| Chemistry | Hypnotism | Psychology | Identification Work |
| | | | Technical Research Work |

Sports

| | | | |
|---|---|---|---|
| Auto Racing | Crew | Horseman | Squash |
| Baseball | Fencing | Lacrosse | Swimming |
| Basketball | Football | Polo | Tennis |
| Billiards | Golf | Soccer | Track |
| Bowling | Handball | Skating | Trap Shooting |
| Boxing | Hockey | Skiing | Wrestling |

After thorough instruction in the Bureau's training school the new agent works with seasoned agents for a considerable period and receives trial assignments. Gradually his assignments are increased in volume and importance until eventually he is qualified to investigate every type of violation which Special Agents are required to probe.

## ACCOMPLISHMENTS

During the fiscal year 1935, the cost of operating the Federal Bureau of Investigation was $4,626,518.00. Some of its accomplishments during the same period were:

Ninety-four per cent of the cases investigated, which

were brought to trial, resulted in convictions.

Sentences imposed included three death sentences, eight life sentences and totaled over 10,757 years.

One thousand thirty Federal fugitives from justice were located.

Through the Identification Division, various law enforcement officials were assisted in locating 4,403 fugitives.

The savings and recoveries effected in cases in which the Bureau performed investigations amounted to $38,481,686.17.

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Books

U. S. DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

A BOOKLET CONCERNING THE WORK
OF THE BUREAU OF INVESTIGATION

PUBLISHED FOR THE INFORMATION OF
PEACE OFFICERS AND LAW-ENFORCEMENT
OFFICIALS OF THE UNITED STATES

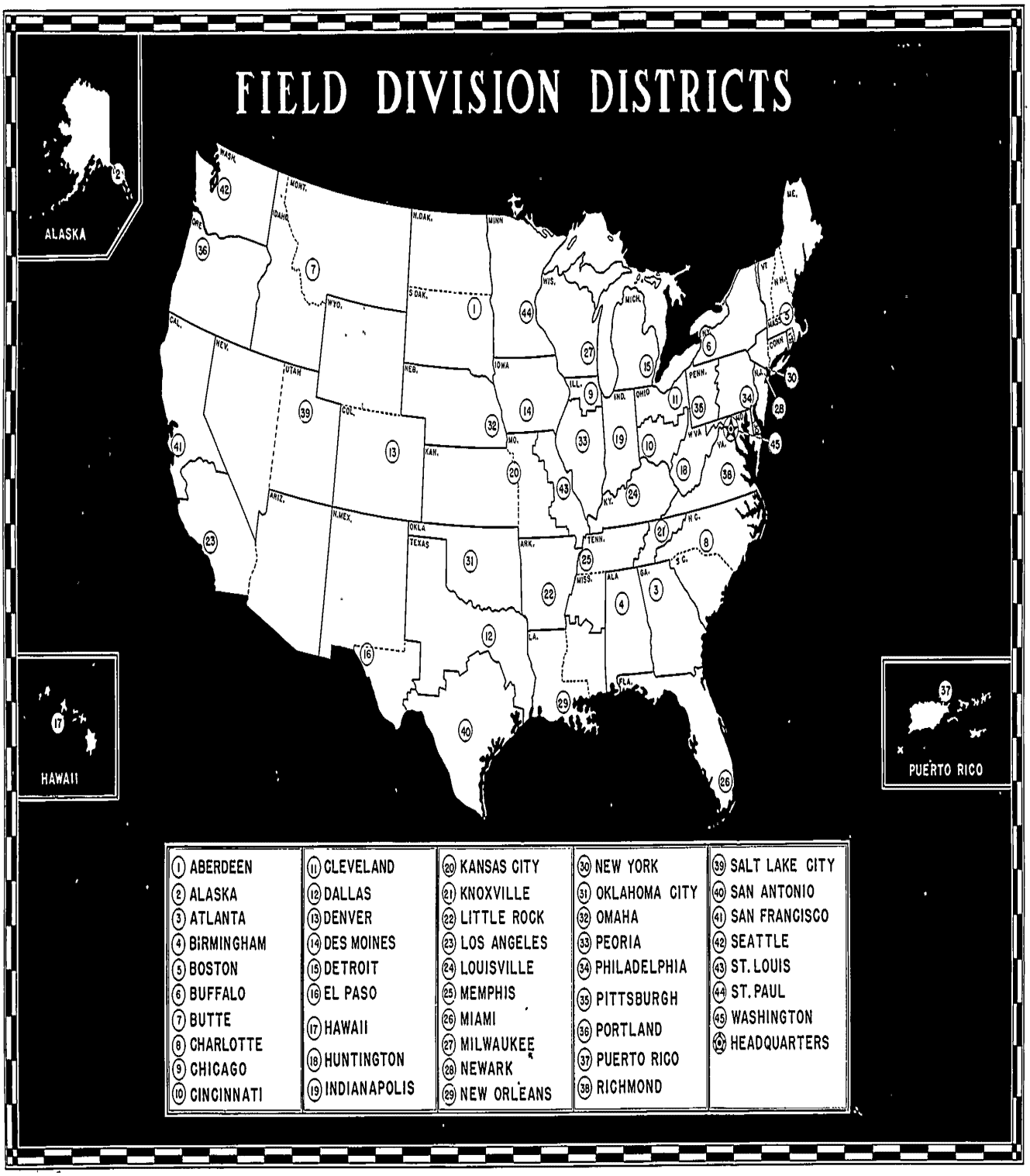
UNITED STATES
GOVERNMENT PRINTING OFFICE
WASHINGTON : 1929

62-21440-7288X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 768X - Section 1

# Federal Bureau of Investigation
# United States Department of Justice
## John Edgar Hoover, Director

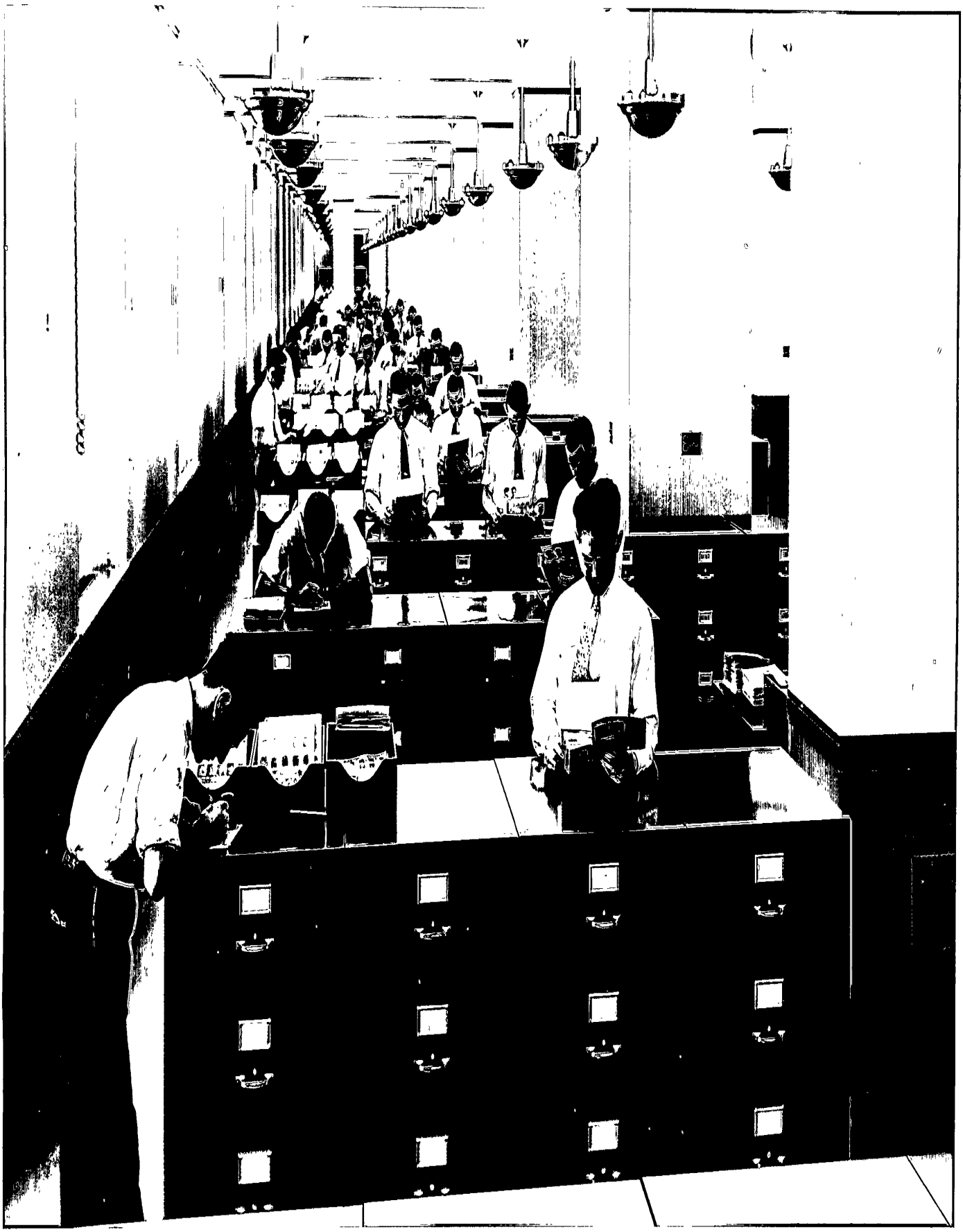



| | | | | |
|---|---|---|---|---|
| (1) ABERDEEN | (11) CLEVELAND | (20) KANSAS CITY | (30) NEW YORK | (39) SALT LAKE CITY |
| (2) ALASKA | (12) DALLAS | (21) KNOXVILLE | (31) OKLAHOMA CITY | (40) SAN ANTONIO |
| (3) ATLANTA | (13) DENVER | (22) LITTLE ROCK | (32) OMAHA | (41) SAN FRANCISCO |
| (4) BIRMINGHAM | (14) DES MOINES | (23) LOS ANGELES | (33) PEORIA | (42) SEATTLE |
| (5) BOSTON | (15) DETROIT | (24) LOUISVILLE | (34) PHILADELPHIA | (43) ST. LOUIS |
| (6) BUFFALO | (16) EL PASO | (25) MEMPHIS | (35) PITTSBURGH | (44) ST. PAUL |
| (7) BUTTE | (17) HAWAII | (26) MIAMI | (36) PORTLAND | (45) WASHINGTON |
| (8) CHARLOTTE | (18) HUNTINGTON | (27) MILWAUKEE | (37) PUERTO RICO | (46) HEADQUARTERS |
| (9) CHICAGO | (19) INDIANAPOLIS | (28) NEWARK | (38) RICHMOND | |
| (10) CINCINNATI | | (29) NEW ORLEANS | | |

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 610 Alonzo Ward Hotel | 4652 |
| 2 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 3 Birmingham, Ala. | 320 Federal | 7-1755 |
| 4 Boston, Mass. | 10 Post Office Square, Room 950 | Liberty 8470 |
| 5 Buffalo, N. Y. | 400 U. S. Court House | Cleveland 2030 |
| 6 Butte, Montana | 302 Federal | 2-4734 |
| 7 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 8 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 9 Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 10 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 11 Dallas, Texas | 1206 Tower Petroleum | 2-9086 |
| 12 Denver, Colorado | 722 Midland Savings | Main 6241 |
| 13 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 14 Detroit, Mich. | 911 Federal | Cadillac 2835 |
| 15 El Paso, Texas | 202 U. S. Court House | Main 501 |
| 16 Honolulu, Hawaii | 313 Federal | 6361 |
| 17 Huntington, W. Va. | 700 West Virginia | 8928 |
| 18 Indianapolis, Ind. | 506 Fletcher Trust | Riley 5416 |
| 19 Juneau, Alaska | 507 Federal | 643 |
| 20 Kansas City, Mo. | 1612 Federal Reserve Bank | Victor 3113 |
| 21 Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 22 Little Rock, Ark. | 500 Rector | 6734 |
| 23 Los Angeles, Calif. | Eight-Ten South Spring, Room 603 | Mutual 3277 |
| 24 Louisville, Ky. | 775 Starks | Jackson 5139 |
| 25 Memphis, Tenn. | 2401 Sterick | 8-1850 |
| 26 Miami, Florida | 1300 Biscayne | 3-5558 |
| 27 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 28 Newark, N. J. | 936 Raymond-Commerce | Market 2-5511 |
| 29 New Orleans, La. | 1308 Masonic Temple | Raymond 9354 |
| 30 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 31 Oklahoma City, Okla. | 224 Federal | 2-8186 |
| 32 Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| 33 Peoria, Ill. | 300 Commercial Merchants Nat'l Bank & Trust Co. | 4-5800 |
| 34 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 35 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 36 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 37 Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 38 Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 39 San Antonio, Texas | 478 Federal | Fannin 8052 |
| 40 San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 41 San Juan, Puerto Rico | 204 Federal | 1311 |
| 42 Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 43 St. Louis, Mo. | 423 U.S. Court House & Custom House | Garfield 0360 (2120)* |
| 44 St. Paul, Minn. | 404 New York | Garfield 7509 |
| 45 Washington, D. C. | 2266 United States Department of Justice | National 5303 |

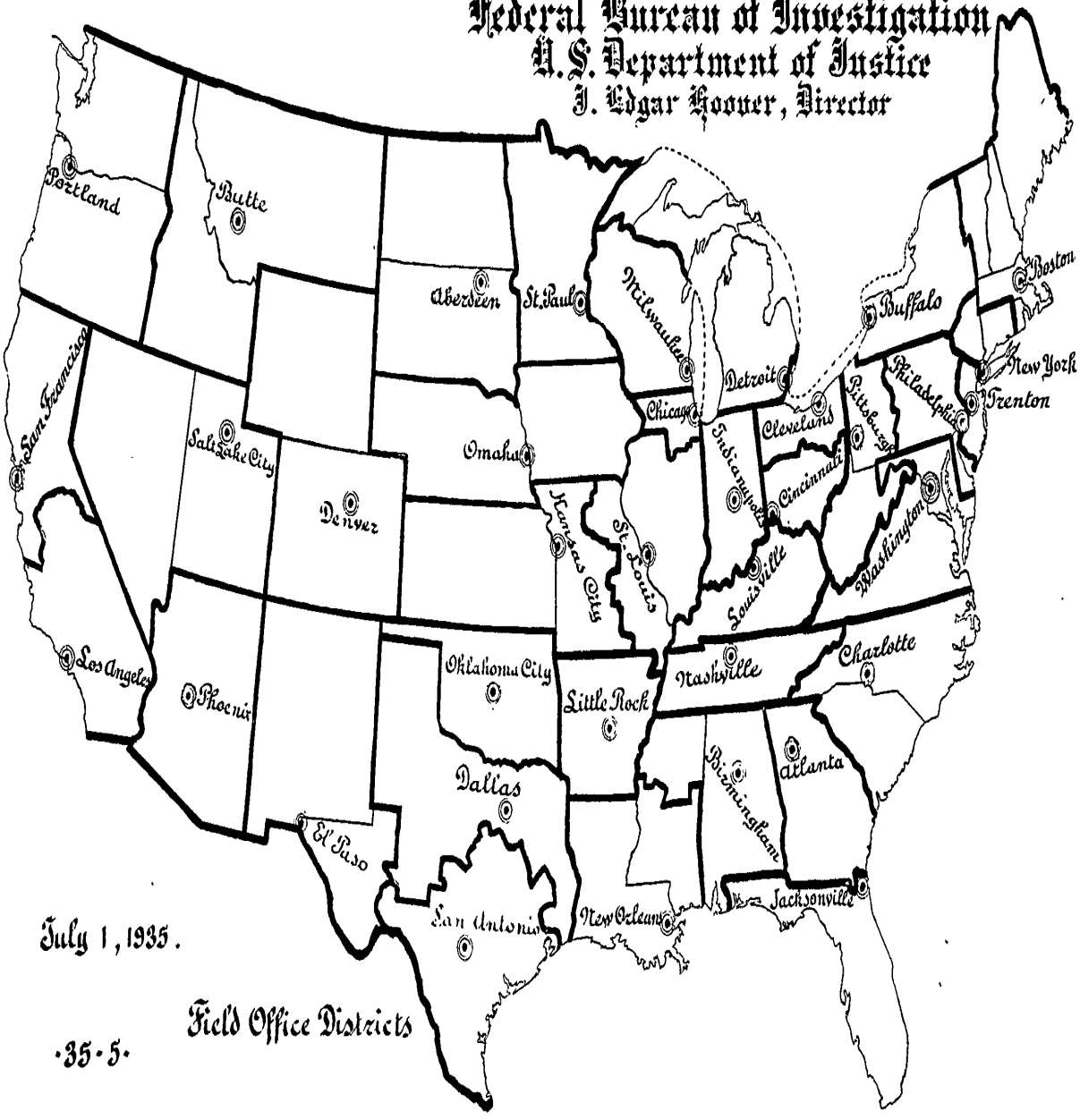
*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711. The Honolulu, Juneau and San Juan Offices do not possess teleptypewriter equipment.

teletypewriter



# Federal Bureau of Investigation
## U.S. Department of Justice
### J. Edgar Hoover, Director

Aberdeen
Atlanta
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Cleveland
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Louisville
Milwaukee
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Phoenix
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Trenton
Washington




July 1, 1935.

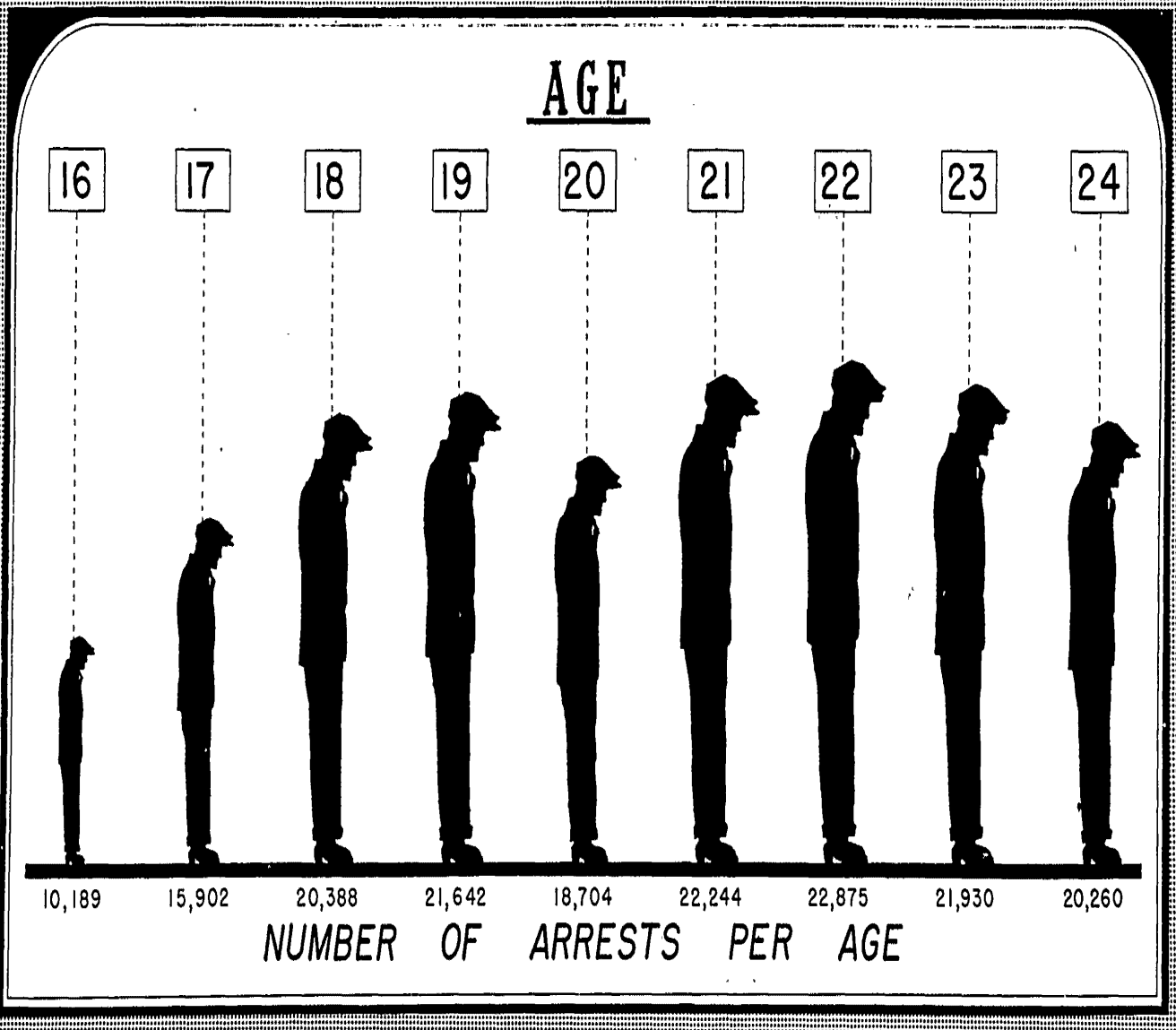
Field Office Districts

·35-5·

# Federal Bureau of Investigation
# United States Department of Justice
## John Edgar Hoover, Director

# NUMBER OF PERSONS ARRESTED
## AGES 16 TO 24

DATA COMPILED FROM FINGERPRINT CARDS—JANUARY 1 TO DECEMBER 31, 1937




38-45

# Federal Bureau of Investigation
# U. S. Department of Justice
## John Edgar Hoover, Director

## — NUMBER OF PERSONS ARRESTED AGES 16 TO 24 —

DATA COMPILED FROM FINGERPRINT CARDS: JANUARY 1 – DECEMBER 31, 1934




35 - 45

Uniform Crime Reports

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

**DESCRIPTION**

Booklet

intro 4 - multi ✓
book" 1 - Half-tone - old bldgs ✓
2 - litho - 3 - field offices & maps ✓
3 - litho - 3 - field offices & maps ✓
4 - litho - 3 - field offices & maps ✓
5 - multi ✓
6 - half tone - train school ✓
7 - multi ✓
8 - half-tone - shooting at guarantee
9 - Multi ✓
10 - multi ✓
11 - multi ✓
12 - multi ✓
13 - multi ✓
14 - multi ✓
15 - multi ✓
16 - multi ✓
17 - half tone - Coast Training Station
18 - multi ✓
19 - multi ✓
20 - multi ✓
21 - half tone - Lab ✓
22 - multi ✓
23 - litho - Horizontal chart
24 - multi
25 - half tone - plaque

62-21440-768X

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction. This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued, and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

With the passage of the Federal Kidnaping Statute or "Lindbergh Law" by Congress in 1932, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. With the passage of recent legislation, giving the Bureau jurisdiction in Federal Anti-Racketeering Statute, National Bank and Federal Reserve Act violations, extortion cases, robberies of National Banks and Member Banks of the Federal Reserve System and Insured Banks of the Federal Deposit Insurance Corporation, the work of the Bureau has been materially increased.

## ORGANIZATION

### Field Offices

The Director of the Federal Bureau of Investigation has under his jurisdiction thirty-seven field offices strategically located throughout the United States.

# INTRODUCTION

This publication is issued for the purpose of acquainting the public and law enforcement agencies with the work and facilities of the Federal Bureau of Investigation, United States Department of Justice. By this means it is hoped to acquaint peace officers and citizens with the types of services which are available, and for the further purpose of encouraging a wider use of the Bureau's facilities. There is presented herein an outline of the investigative, identification, technical laboratory, and crime statistics functions of the Bureau and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions.

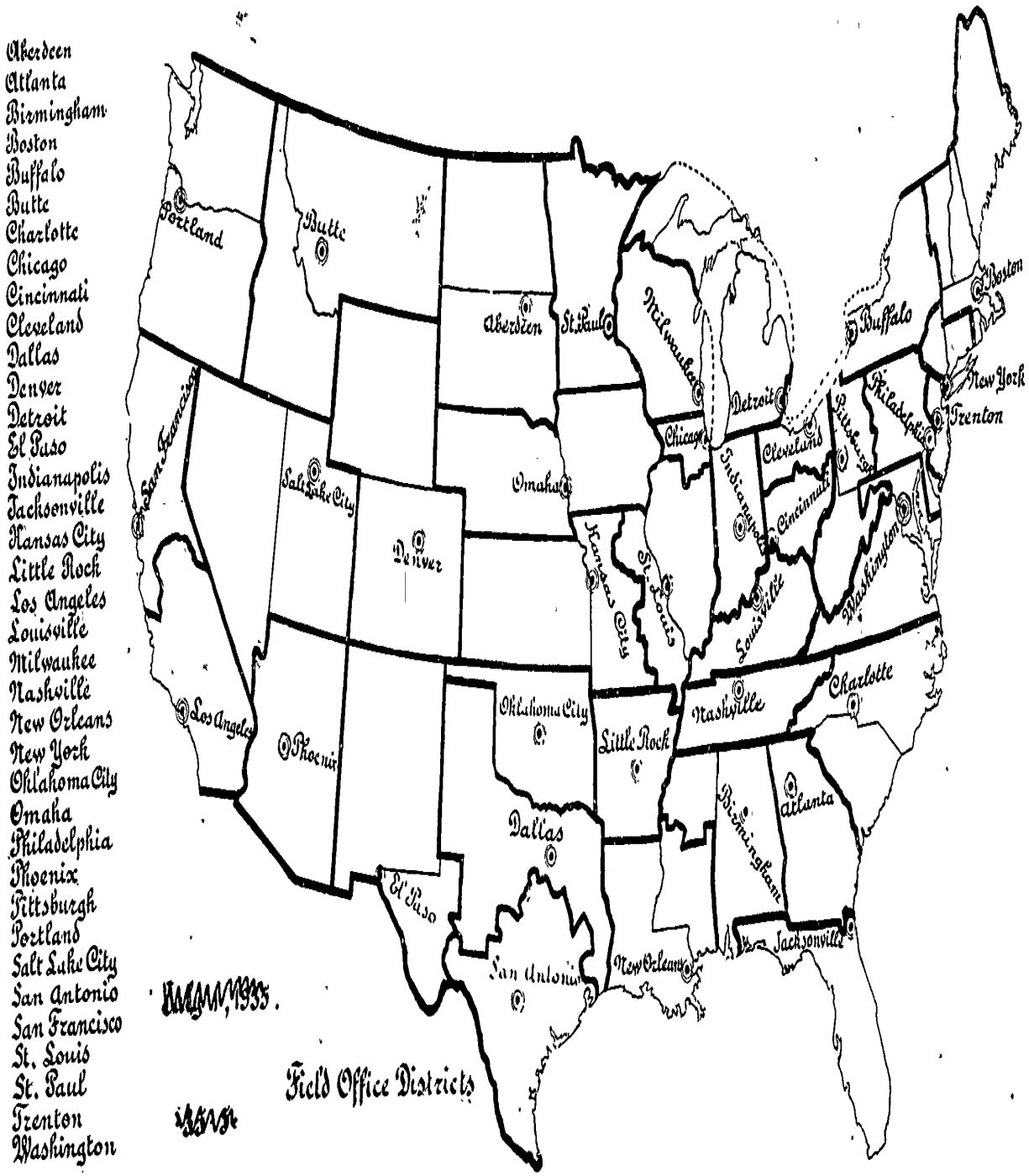
The administration of the Federal Bureau of Investigation is based upon the rule and policy, fundamental in the work of every Special Agent in the field, of working in the closest cooperation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 610 Alonzo Ward Hotel | 4652 |
| 2 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 3 Birmingham, Ala. | 320 Federal | 7-1755 |
| 4 Boston, Mass. | 1002 Post Office & Court House | Liberty 7634 |
| 5 Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| 6 Butte, Montana | 302 Federal | 2-4734 |
| 7 Charlotte, N. C. | 234 Federal | 3-4127 |
| 8 Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| 9 Cincinnati, Ohio | 426 U. S. Custom House & P. O. | Main 6762 |
| 10 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 11 Dallas, Texas | 420 Post Office | 2-3866 |
| 12 Denver, Colorado | 722 Midland Savings | Main 6241 |
| 13 Detroit, Mich. | 907 Federal | Cadillac 2835 |
| 14 El Paso, Texas | 1331 First National Bank | Main 501 |
| 15 Indianapolis, Ind. | 506 Fletcher Trust | Riley 5416 |
| 16 Jacksonville, Fla. | 412 U. S. Court House & P. O. | 5-8209 |
| 17 Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| 18 Little Rock, Ark. | 500 Rector | 6734 |
| 19 Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| 20 Louisville, Ky. | 769 Starks | Jackson 5139 |
| 21 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 22 Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| 23 New Orleans, La. | 326½ Post Office | Raymond 1965 |
| 24 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 25 Oklahoma City, Okla. | 224 Federal | 2-8186 |
| 26 Omaha, Nebraska | 629 First National Bank | Atlantic 8644 |
| 27 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 28 Phoenix, Ariz. | 316 Security | 3-4870 |
| 29 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 30 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 31 Salt Lake City, Utah | 503-A U. S. Court House & P. O. | Wasatch 1797 |
| 32 San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| 33 San Francisco, Calif. | 405 Post Office | Hemlock 6115 |
| 34 St. Louis, Mo. | 423 U. S. Court House & Custom House | Garfield 0360 (2120)* |
| 35 St. Paul, Minn. | 232 Uptown Station & Federal Courts | Garfield 7509 |
| 36 Trenton, N. J. | 827 Broad Street National Bank | 3-0881 |
| 37 Washington, D. C. | 5252 U. S. Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711.


Aberdeen
Atlanta
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Cleveland
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Louisville
Milwaukee
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Phoenix
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Trenton
Washington
Portland
Butte
Aberdeen
St. Paul
Milwaukee
Buffalo
Boston
New York
Trenton
Philadelphia
Detroit
Chicago
Cleveland
Pittsburgh
Indianapolis
Cincinnati
Louisville
Washington
San Francisco
Salt Lake City
Omaha
Denver
Kansas City
St. Louis
Nashville
Charlotte
Los Angeles
Phoenix
Oklahoma City
Little Rock
Atlanta
Birmingham
Dallas
El Paso
Jacksonville
San Antonio
New Orleans
Field Office Districts

A list of the cities together with the addresses and telephone numbers of the field offices appear herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field office covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate office, and also to the Washington headquarters of the Bureau. Copies of every field office report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

More than 83 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 78 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 25 foreign languages, and prior to appointment were engaged in nearly 100 vocations in the fields of Science, Education, Industry and Business.

Training:

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice building have been set aside for training school purposes and the facilities of the Bureau's Technical Laboratory, fingerprint Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than thirty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the Bureau's Police Training Schools, which train members of local and state law enforcement agencies; as well as the experienced Special Agents of the Bureau who from time to time are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

Retraining

Experienced Agents are returned to Washington for retraining purpose approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

4/5

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings

Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property
Espionage
Extortion Cases
Federal Anti-Racketeering Statute
Federal Kidnaping Act
Federal Reserve Bank Act
Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or Testifying in Certain Case
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

5
6

10

Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

7
8

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or oral message, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

8

9

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Further on January 24, 1936, the President approved an act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

9
10

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

10
11

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the

President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation.

Theft, Embezzlement, Or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government Rate Collect to the Special Agent in

Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On January 1, 1936, there was a total of 5,537,561 fingerprint records and 6,673,167 index cards in the Bureau's archives. On January 1, 1936, more than 3,700 fingerprint records were being received in the Identification Division daily from over 9,000 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior

record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work, the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. Over 400 fugitives from justice are located monthly

through fingerprint comparison.

13
14

International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 70 foreign countries where the fingerprints of persons arrested in the United States will be sent upon request of the contributing law enforcement agencies.

Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

Civil Identification

The latest feature of the Identification Division is its Civil Identification Section, in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

14

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record there in the civil identification files which are kept entirely separate from those in the criminal file.

15

## TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this Laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer

calipers, color charts, and special apparatus for ultra-violet light and infra-red sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.

15
16

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are available to all law enforcement agencies without charge. In transmitting evidence to the Laboratory for the purpose of having it examined it should be labeled "evidence for the Laboratory."

The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication called "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division.

This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

Approximately 2,200 police departments throughout the United States, representing a population area of over 64,000,000 make monthly and annual reports to the Bureau of offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

16

17

### Police Training School

In July, 1935, the Police Training School of the Federal Bureau of Investigation was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

During the fiscal year 1935, the cost of operating the Federal Bureau of Investigation was $4,626,518 while the savings and recoveries effected in cases in which the Bureau performed investigation amounted to $38,481,686.17. Some of its other accomplishments during the same period were:

Ninety-four per cent of the cases investigated, which were brought to trial, resulted in convictions.

Sentences imposed totaled over 10,757 years.

1,030 Federal fugitives from justice were located.

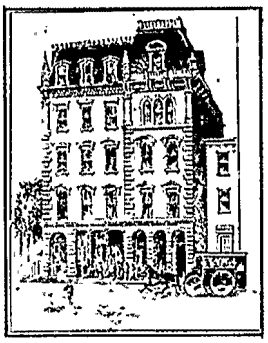
Through the Identification Division, various law enforcement officials were assisted in locating 4,403 fugitives.

# Federal Bureau of Investigation
## U. S. Department of Justice
### J. Edgar Hoover, Director

# Principal Offices of the Department of Justice

CREATED BY CONGRESS, ON JUNE 22, 1870, THE DEPARTMENT OF JUSTICE BECAME IN REALITY AN EXECUTIVE BRANCH OF THE GOVERNMENT. PREVIOUSLY THIS BRANCH HAD LED A SOMEWHAT NOMADIC EXISTENCE, BEING QUARTERED FROM TIME TO TIME IN VARIOUS PARTS OF OTHER FEDERAL BUILDINGS.

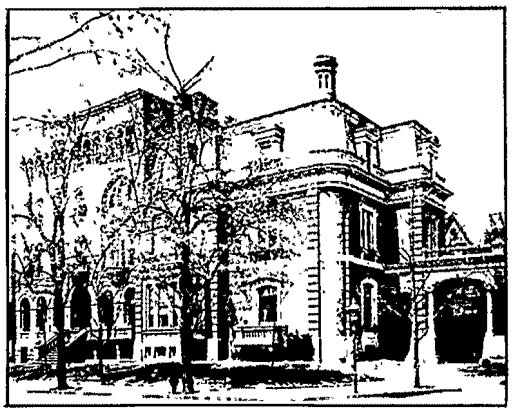
IN 1871, A TEN YEAR LEASE WAS TAKEN ON THREE FLOORS OF THE OLD FREEDMEN'S BANK BUILDING, LOCATED AT THE INTERSECTION OF PENNSYLVANIA AVENUE AND FIFTEENTH STREET. THE RIGGS BANK BUILDING PRESENTLY OCCUPIES THIS SITE. IN 1882, CONGRESS AUTHORIZED THE PURCHASE OF THE FREEDMEN'S BANK BUILDING; GIVING TO THE DEPARTMENT OF JUSTICE ITS FIRST REAL HOME. WHEN, IN 1899, CONGRESS APPROPRIATED $1,000,000 FOR THE ERECTION OF A DEPARTMENT OF JUSTICE BUILDING, THE BANK BUILDING WAS VACATED. THIS FUND WAS RESCINDED WHEN NO SUITABLE SITE FOR THE NEW BUILDING COULD BE BOUGHT.



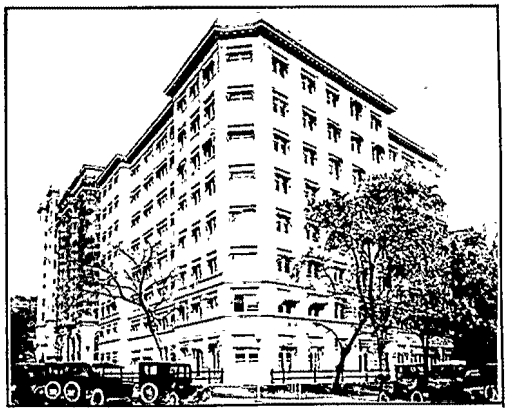
PRIOR TO 1899

FROM 1899 UNTIL 1917 THE ATTORNEY GENERAL AND HIS STAFF OCCUPIED THE BUILDING LOCATED ON K STREET BETWEEN VERMONT AVENUE AND FIFTEENTH STREET. THE OTHER UNITS OF THE DEPARTMENT WERE DISTRIBUTED IN VARIOUS PARTS OF THE CITY. TO RELIEVE THIS INTOLERABLE SITUATION LEASE WAS TAKEN TO THE BUILDING AT THE NORTHEAST CORNER OF VERMONT AVENUE AND K STREET. THE DEPARTMENT WAS DESTINED TO OUTGROW THIS BUILDING.

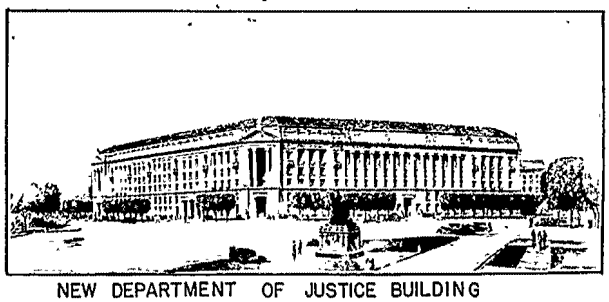
ON OCTOBER 25, 1934, THE PRESENT MAGNIFICENT DEPARTMENT OF JUSTICE BUILDING WAS DEDICATED. IT WAS BUILT IN THE SPIRIT OF THOSE LOFTY IDEALISTS WHO FOUNDED THE TWELFTH CENTURY LAW SCHOOL AT BOLOGNA, WHO VISUALIZED JUSTICE AS, "CLOTHED WITH DIGNITY, INEFFABLY SHINING WITH REASON AND EQUITY, AND SUPPORTED BY RELIGION, LOYALTY, CHARITY, RETRIBUTION, REVERENCE AND TRUTH".



1899 TO 1917



1917 TO 1934



NEW DEPARTMENT OF JUSTICE BUILDING

35-50

THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

HISTORY

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws and placed them under the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

FEDERAL BUREAU OF INVESTIGATION

Room 4236 3-31- 1936.
Phones 560 & 53

To:
_____Director
_____Mr. Tolson
_____Mr. Nathan
_____Mr. H. H. Clegg
_____Mr. Tamm
_____Mr. Edwards
_____Mr. Egan
_____Mr. Quinn
_____Mr. Coffey
_____Mr. Harbo
_____Mr. Lester
__✓__Mr. Renneberger
_____Mr. Schilder
_____Mr. Sheedy
_____Mr. Tracy
_____Chief Clerk
_____Files Section

_____Mr. J. E. Clegg
_____Mr. Dawsey
_____Mr. Hendon
_____See Me

_____Mr. Nichols
_____Mr. Pieper
_____Mr.
_____Note & Return

RUX
R. E. Joseph

FEDERAL BUREAU OF INVESTIGATION

Room 5744 3/28 1936.

To:
- ✓ Director
- ____ Mr. Nathan
- ____ Mr. Clegg
- ____ Mr. Tamm
- ____ Mr. Edwards
- ____ Mr. Egan
- ____ Mr. Quinn
- ____ Mr. Glavin
- ____ Mr. Douglas
- ____ Miss Gandy
- ____ Mr. Tracy
- ____ Mr. Renneberger
- ____ Mr. Joseph
- ____ Personnel Files Section
- ____ Files Section
- ____ Communications Section
- ____ Miss Sheaffer
- ____ _____

See Me For Appropriate Action

Send File Note and Return

I suggest the white cover for new booklets

Clyde Tolson

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 14
Page 8 ~ Duplicate 62-HQ-21440 Ser 730X
Page 9 ~ Duplicate 62-HQ-21440 Ser 730X
Page 17 ~ Duplicate 62-HQ-21440 Ser 730X
Page 18 ~ Duplicate 62-HQ-21440 Ser 730X
Page 22 ~ Duplicate 62-HQ-21440 Ser 730X
Page 24 ~ Duplicate 62-HQ-21440 Ser 730X
Page 25 ~ Duplicate 62-HQ-21440 Ser 730X
Page 28 ~ Duplicate 62-HQ-21440 Ser 730X
Page 43 ~ Duplicate 62-HQ-21440 Ser 730X
Page 44 ~ Duplicate 62-HQ-21440 Ser 730X
Page 54 ~ Duplicate 62-HQ-21440 Ser 730X
Page 55 ~ Duplicate 62-HQ-21440 Ser 730X
Page 63 ~ Duplicate 62-HQ-21440 Ser 730X
Page 76 ~ Duplicate 62-HQ-21440 EBF 774X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 774X - Section 1

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Booklet

# THE WORK AND FUNCTIONS OF THE FEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director.

Washington, D. C.

*Published for the information of Law-Enforcement Officials and Agencies.* *August 15, 1935.*

62-21440-774X

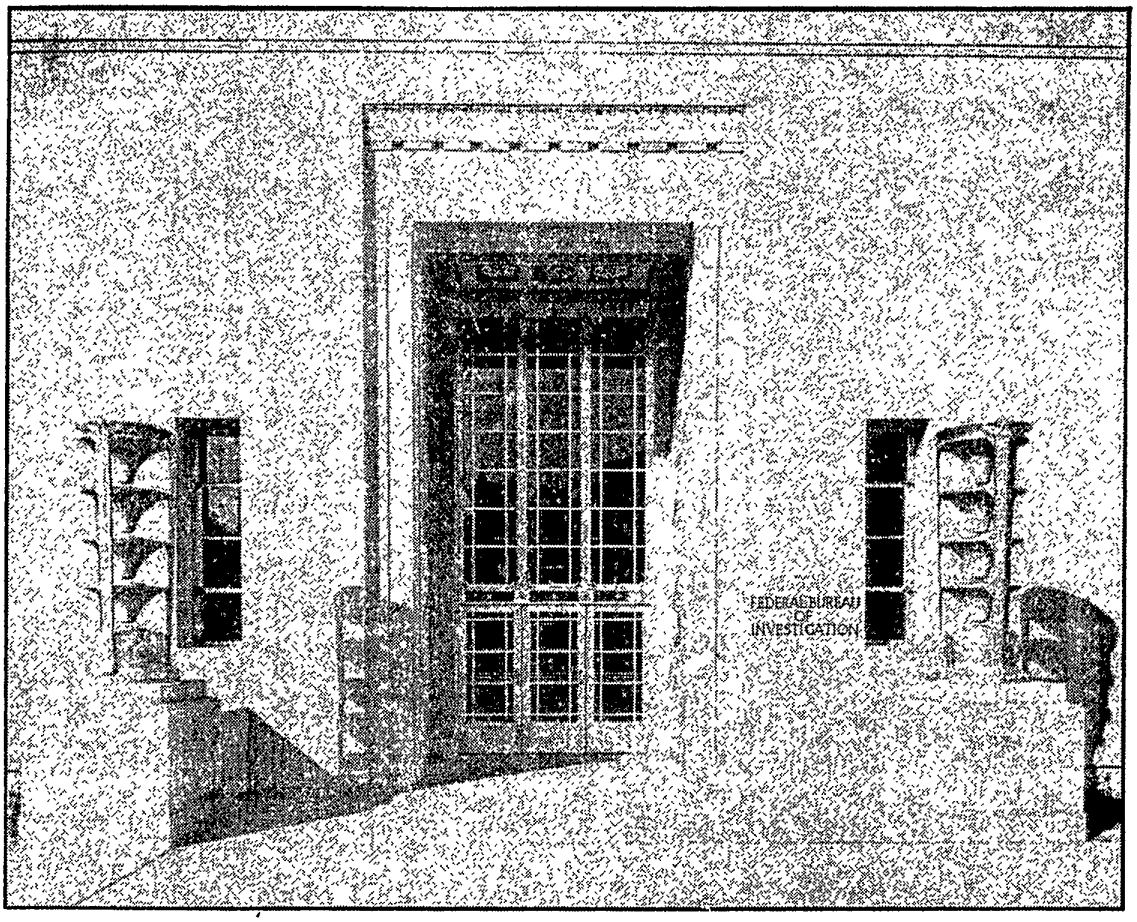
DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Booklet

# THE FEDERAL BUREAU OF INVESTIGATION




**UNITED STATES DEPARTMENT OF JUSTICE**

62-21490-774X

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Booklet

62-21440

In case of
The Archives Section
of the United States Bureau
of Investigation

1933 Issue

62-21440

# THE WORK AND FUNCTIONS

# OF

# THE UNITED STATES BUREAU OF INVESTIGATION
# DEPARTMENT OF JUSTICE

★★★★★★★★

John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement
Officials and Agencies June 1, 1933

62-21440

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Booklet

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

# THE FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction.

This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

Recent legislation, sponsored and urged by Attorney General Cummings, extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; Prohibiting the Interstate Transportation of Prison-Made Products in Certain Cases; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; and The National Firearms Act; including, in 1934, an important Amendment to the Federal Kidnaping Statute, originally passed in 1932.

## ORGANIZATION

Field ~~Offices~~ Divisions

The Director of the Federal Bureau of Investigation has under his direction ~~thirty~~ -seven field ~~offices~~ divisions strategically located throughout

out the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field ~~office~~ covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field ~~office~~ report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience. ~~Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.~~

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as

successful investigators.

Approximately 84 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 76 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 31 foreign languages, and prior to appointment were engaged in approximately 100 vocations in the fields of Science, Education, Industry and Business.

Training

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice Building have been set aside for training school purposes and the facilities of the Bureau's Technical Laboratory, fingerprint Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

Retraining

Experienced Agents are returned to Washington for retraining purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property

which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or oral message, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or ren-

tal of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal Law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Further, on January 24, 1936, the President approved an act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen

vestigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On ~~August~~ May 1, ~~1936~~ 1937, there was a total of ~~6,193,290~~ 7,126,644 fingerprint records and ~~7,293,345~~ 8,297,419 index cards in the Bureau's archives. On ~~August~~ May 1, ~~1936~~ 1937, more than ~~4,000~~ 6,400 fingerprint records were being received in the Identification Division daily from ~~9,964~~ 10416 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contribu-

tor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried as it is often times studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. ~~Approximately~~ Over 500 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing



W

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 81 foreign countries, where the fingerprints of persons arrested in the United States will be sent upon request of the contributing law enforcement agencies.

Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

Civil Identification

The latest feature of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the



EXPERT MAKING AN EXAMINATION OF SHOTGUN SHELLS UNDER THE COMPARISON MICROSCOPE AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are available to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

## The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication ~~called~~ entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

~~Approximately 2,200 police departments throughout the United States, representing a population area of over 64,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 900 sheriffs' offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,089, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution.~~ This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a na-

More than 2,300 police departments throughout the United States, representing a population area of over 65,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1100 sheriffs' offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,431, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution.

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

MARCH 1, 1938.

62-21440

tion-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

ACCOMPLISHMENTS

During the ~~fiscal year 1936, the cost of operating the Federal Bureau of Investigation was $5,097,057, while the savings, fines, and recoveries effected in cases in which the Bureau performed investigation amounted to $35,148,287.83. Some of the Bureau's other accomplishments during the same period were:~~

Convictions in ~~94.85%~~ 95.5% of the cases investigated which were brought to trial.

Imposition of sentences totaling over ~~11,067~~ 9,315 years, in addition to 12 life sentences.

Location of ~~1,089~~ 968 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating ~~5,731~~ 4657 fugitives.

five key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

Approximately 83 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 78 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 110 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice Building have been set aside for training school purposes and the facilities of the Bureau's Technical Laboratory, fingerprint Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

curities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation. On August 24, 1937 the

Additional sentence

Federal Bank Robbery Act was amended to cover burglaries and larcenies committed in National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of In-

vestigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On ~~February~~ March 1, 1938 there was a total of ~~8,132,564~~ 8,274,017 fingerprint records and ~~2,411,429~~ 2,556,975 index cards in the Bureau's archives. On ~~February~~ March 1, 1938, approximately 6,900 fingerprint records were being received in the Identification Division daily from ~~10,630~~ 10,640 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contribu-

tor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. Over 500 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 83 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest feature of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are available to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

### The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

More than 2,300 police departments throughout the United States, representing a population area of over 65,722,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,278 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is 3,723, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale.

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

07( )

JUNE 3, 1937

vestigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1937 there was a total of 7,126,644 fingerprint records and 8,297,419 index cards in the Bureau's archives. On May 1, 1937, more than 6,400 fingerprint records were being received in the Identification Division daily from 10,416 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contribu-

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 81 foreign countries and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest feature of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the

These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

During the first three quarters of the fiscal year 1937, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to $32,538,125.74, as compared to a net appropriation of $5,925,000 for the entire fiscal year. Some of the Bureau's other accomplishments during the same nine months' period were:

Convictions in 95.5% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 9,315 years, in addition to 12 life sentences.

Location of 968 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 4,657 fugitives.

62-21440

2 copies of
"Work of the Bureau"
1931 Issue

62-21440

UNITED STATES DEPARTMENT OF JUSTICE

# BUREAU OF INVESTIGATION

*A Booklet concerning the Work of the Bureau of Investigation*

PUBLISHED FOR THE INFORMATION OF LAW ENFORCEMENT OFFICIALS AND AGENCIES :: :: :: :: 1931

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

2 Booklet

DOC LAB NOTE

# ITEM(s) CAN NOT BE SCANNED

**DESCRIPTION**

Booklet

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

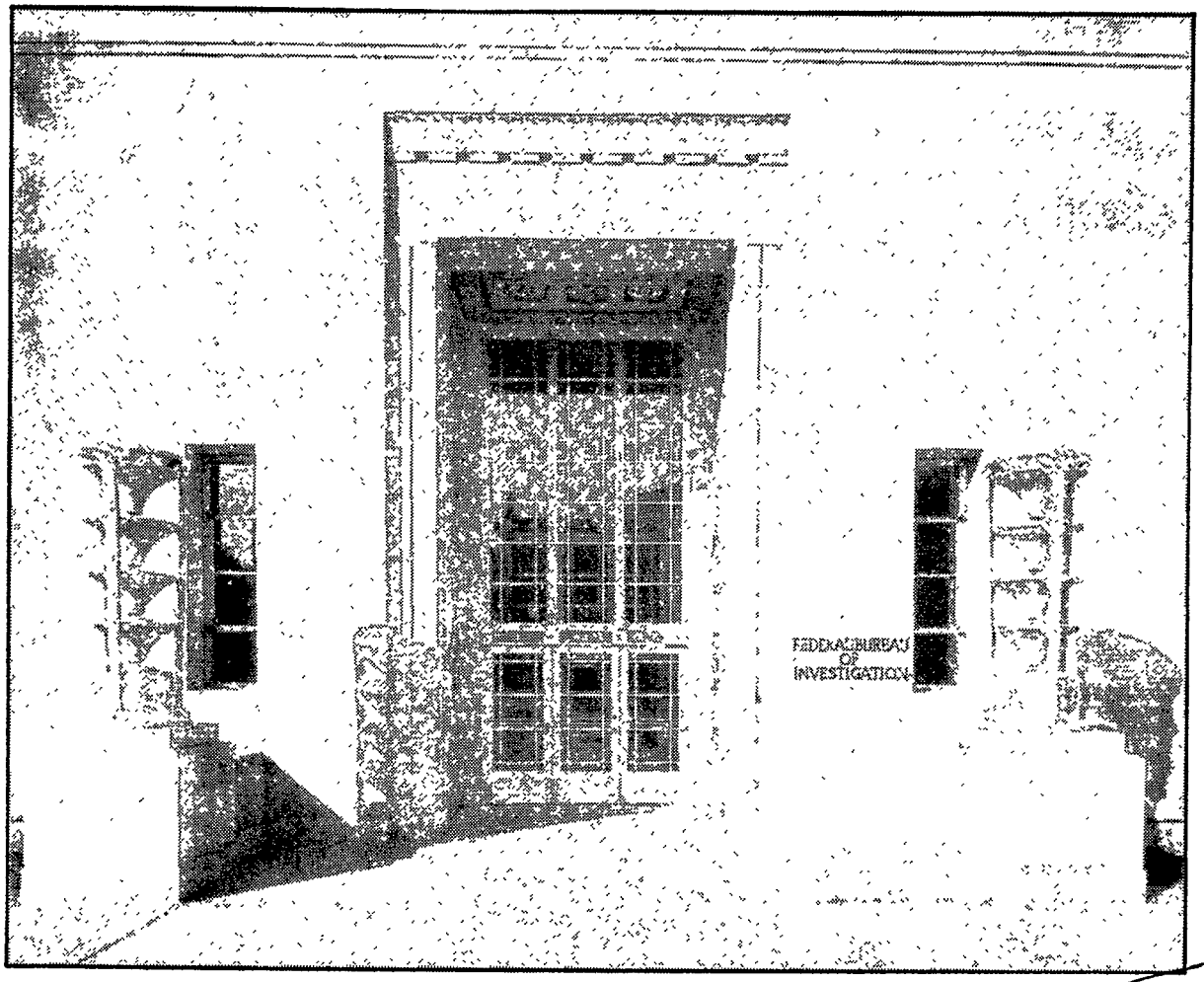
No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 28
Page 3 ~ Duplicate 62-HQ-21440 Ser 886
Page 4 ~ Duplicate 62-HQ-21440 Ser 730X
Page 13 ~ Duplicate 62-HQ-21440 Ser 886
Page 15 ~ Duplicate 62-HQ-21440 Ser 886
Page 16 ~ Duplicate 62-HQ-21440 Ser 886
Page 20 ~ Duplicate 62-HQ-21440 Ser 886
Page 22 ~ Duplicate 62-HQ-21440 Ser 886
Page 24 ~ Duplicate 62-HQ-21440 Ser 886
Page 25 ~ Duplicate 62-HQ-21440 Ser 886
Page 28 ~ Duplicate 62-HQ-21440 Ser 886
Page 29 ~ Duplicate 62-HQ-21440 Ser 886
Page 31 ~ Duplicate 62-HQ-21440 Ser 886
Page 34 ~ Duplicate 62-HQ-21440 Ser 886
Page 40 ~ Duplicate 62-HQ-21440 Ser 886
Page 41 ~ Duplicate 62-HQ-21440 Ser 886
Page 42 ~ Duplicate 62-HQ-21440 Ser 730X
Page 46 ~ Duplicate 62-HQ-21440 Ser 886
Page 49 ~ Duplicate 62-HQ-21440 Ser 886
Page 50 ~ Duplicate 62-HQ-21440 Ser 886
Page 54 ~ Duplicate 62-HQ-21440 Ser 886
Page 59 ~ Duplicate 62-HQ-21440 Ser 886
Page 62 ~ Duplicate 62-HQ-21440 Ser 886
Page 63 ~ Duplicate 62-HQ-21440 Ser 886
Page 64 ~ Duplicate 62-HQ-21440 Ser 886
Page 65 ~ Duplicate 62-HQ-21440 Ser 886
Page 66 ~ Duplicate 62-HQ-21440 Ser 886
Page 74 ~ Duplicate 62-HQ-21440 Ser 886
Page 77 ~ Duplicate 62-HQ-21440 Ser 886

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 794 - Section 1

# THE FEDERAL BUREAU OF INVESTIGATION




UNITED STATES DEPARTMENT OF JUSTICE (Same size as above)

62-21440-794

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE (same size type as above)

## Introduction

This publication is issued for the purpose of acquainting the public and law enforcement agencies with the work and facilities of the Federal Bureau of Investigation, United States Department of Justice. By this means it is hoped to acquaint peace officers and citizens with the types of services which are available, and for the further purpose of encouraging a wider use of the Bureau's facilities. There is presented herein an outline of the investigative, identification, technical laboratory, and crime statistics functions of the Bureau and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions.

The administration of the Federal Bureau of Investigation is based upon the rule and policy, fundamental in the work of every Special Agent in the field, of working in the closest cooperation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote Homer Cummings the following statement from an address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

J. Edgar Hoover
Director.

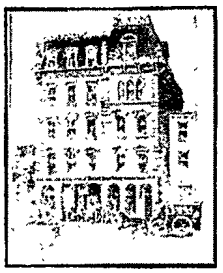
# Federal Bureau of Investigation
## U. S. Department of Justice
J. Edgar Hoover, Director

Space out "United States" same size type as (7132)

# Principal Offices of the Department of Justice

CREATED BY CONGRESS, ON JUNE 22, 1870, THE DEPARTMENT OF JUSTICE BECAME IN REALITY AN EXECUTIVE BRANCH OF THE GOVERNMENT. PREVIOUSLY THIS BRANCH HAD LED A SOMEWHAT NOMADIC EXISTENCE, BEING QUARTERED FROM TIME TO TIME IN VARIOUS PARTS OF OTHER FEDERAL BUILDINGS

ON 1871, A TEN YEAR LEASE WAS TAKEN ON THREE FLOORS OF THE OLD FREEDMEN'S BANK BUILDING, LOCATED AT THE INTERSECTION OF PENNSYLVANIA AVENUE AND FIFTEENTH STREET. THE RIGGS BANK BUILDING PRESENTLY OCCUPIES THIS SITE. IN 1882, CONGRESS AUTHORIZED THE PURCHASE OF THE FREEDMEN'S BANK BUILDING; GIVING TO THE DEPARTMENT OF JUSTICE ITS FIRST REAL HOME. WHEN, IN 1893, CONGRESS APPROPRIATED $1,000,000 FOR THE ERECTION OF A DEPARTMENT OF JUSTICE BUILDING, THE BANK BUILDING WAS VACATED. THIS FUND WAS RESCINDED WHEN NO SUITABLE SITE FOR THE NEW BUILDING COULD BE BOUGHT.



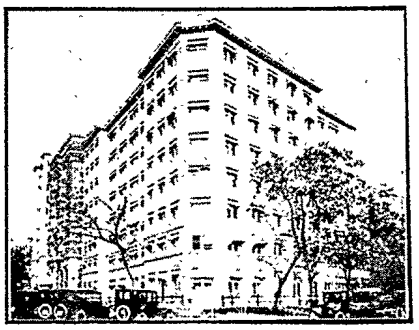
PRIOR TO 1899

FROM 1899 UNTIL 1917 THE ATTORNEY GENERAL AND HIS STAFF OCCUPIED THE BUILDING LOCATED ON K STREET BETWEEN VERMONT AVENUE AND FIFTEENTH STREET. THE OTHER UNITS OF THE DEPARTMENT WERE DISTRIBUTED IN VARIOUS PARTS OF THE CITY. TO RELIEVE THIS INTOLERABLE SITUATION LEASE WAS TAKEN TO THE BUILDING AT THE NORTHEAST CORNER OF VERMONT AVENUE AND K STREET. THE DEPARTMENT WAS DESTINED TO OUTGROW THIS BUILDING.

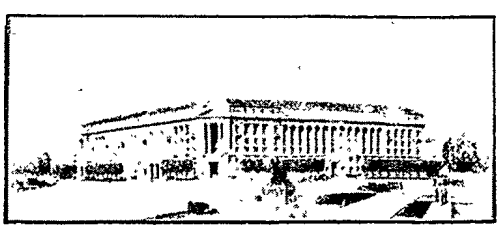
ON OCTOBER 25, 1934, THE PRESENT MAGNIFICENT DEPARTMENT OF JUSTICE BUILDING WAS DEDICATED. IT WAS BUILT IN THE SPIRIT OF THOSE LOFTY IDEALISTS WHO FOUNDED THE TWELFTH CENTURY LAW SCHOOL AT BOLOGNA, WHO VISUALIZED JUSTICE AS, "CLOTHED WITH DIGNITY, INEFFABLY SHINING WITH REASON AND EQUITY, AND SUPPORTED BY RELIGION, LOYALTY, CHARITY, RETRIBUTION, REVERENCE AND TRUTH."



1899 TO 1917



1917 TO 1934



NEW DEPARTMENT OF JUSTICE BUILDING

THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE — (same type as above in the 7132)

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws, ~~and placed them under~~ extending the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and working policies which are followed today were established. One of the cardinal rules enunciated at this time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau

took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction. This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued, and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

~~With the passage of the Federal Kidnaping Statute or "Lindbergh Law" by Congress in 1932, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. With the passage of~~ Recent legislation ~~giving the Bureau jurisdiction in Federal Anti-Racketeering Statute, National Bank and Federal Reserve Act violations, extortion cases, robberies of National Banks and Member Banks of the Federal Reserve System and Insured Banks of the Federal Deposit Insurance Corporation, the work of the Bureau has been materially increased.~~

## ORGANIZATION

### Field Offices

direction

The Director of the Federal Bureau of Investigation has under his ~~jurisdiction~~ thirty-seven field offices strategically located throughout the United States. A list of the cities together with the addresses and telephone numbers of the field offices appear herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field office covers a specified terri-

sponsored and urged by Attorney General Cummings, extended the authority of the Bureau to new fields. With the passage of these acts the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following:-

The Federal Anti-Racketeering Statute.

(Not all "recent crime bills" except the one marked).

including in 1934 an important amendment to the Federal Kidnaping Statute originally passed in 1932.




Aberdeen
Atlanta
Birmingham
Boston
Buffalo
Butte
Charlotte
Chicago
Cincinnati
Cleveland
Dallas
Denver
Detroit
El Paso
Indianapolis
Jacksonville
Kansas City
Little Rock
Los Angeles
Louisville
Milwaukee
Nashville
New Orleans
New York
Oklahoma City
Omaha
Philadelphia
Phoenix
Pittsburgh
Portland
Salt Lake City
San Antonio
San Francisco
St. Louis
St. Paul
Scranton
Washington

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 610 Alonzo Ward Hotel | 4652 |
| 2 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 3 Birmingham, Ala. | 320 Federal | 7-1755 |
| 4 Boston, Mass. | 1002 Post Office & Court House | Liberty 7634 |
| 5 Buffalo, N. Y. | 612 Marine Trust | Cleveland 2030 |
| 6 Butte, Montana | 302 Federal | 2-4734 |
| 7 Charlotte, N. C. | 234 Federal | 3-4127 |
| 8 Chicago, Ill. | 1900 Bankers' | Randolph 6226 |
| 9 Cincinnati, Ohio | 426 U. S. Custom House & P. O. | Main 6762 |
| 10 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 11 Dallas, Texas | 420 Post Office | 2-3866 |
| 12 Denver, Colorado | 722 Midland Savings | Main 6241 |
| 13 Detroit, Mich. | 911 Federal | Cadillac 2835 |
| 14 El Paso, Texas | 1331 First National Bank | Main 501 |
| 15 Indianapolis, Ind. | 506 Fletcher Trust | Riley 5416 |
| 16 Jacksonville, Fla. | 412 U. S. Court House & P. O. | 5-8209 |
| 17 Kansas City, Mo. | 1616 Federal Reserve Bank | Victor 3113 |
| 18 Little Rock, Ark. | 500 Rector | 6734 |
| 19 Los Angeles, Calif. | 617 Federal | Mutual 2201 |
| 20 Louisville, Ky. | 769 Starks | Jackson 5139 |
| 21 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 22 Nashville, Tenn. | 508 Medical Arts | 6-6771 |
| 23 New Orleans, La. | 326½ Post Office | Raymond 1965 |
| 24 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 25 Oklahoma City, Okla. | 224 Federal | 2-8186 |
| 26 Omaha, Nebraska | 629 First National Bank | Atlantic 8644 |
| 27 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 28 Phoenix, Ariz. | 316 Security | 3-4870 |
| 29 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 30 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 31 Salt Lake City, Utah | 503-A U. S. Court House & P. O. | Wasatch 1797 |
| 32 San Antonio, Texas | 1216 Smith-Young Tower | Fannin 8052 |
| 33 San Francisco, Calif. | 405 Post Office | Hemlock 6115 |
| 34 St. Louis, Mo. | 423 U. S. Court House & Custom House | Garfield 0360 (2120)* |
| 35 St. Paul, Minn. | 232 Uptown Station & Federal Courts | Garfield 7509 |
| 36 Trenton, N. J. | 827 Broad Street National Bank | 3-0881 |
| 37 Washington, D. C. | 5252 U. S. Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711.

tory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate office, and also to the Washington headquarters of the Bureau. Copies of every field office report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-five and thirty-five, and are chosen from three classes of persons: attorneys, expert accountants, or persons with extensive law enforcement experience. Those with legal and accounting qualifications must also have had at least two years of commercial or professional experience or their equivalent.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

More than 83 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 78 per cent of

the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 25 foreign languages, and prior to appointment were engaged in nearly 100 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains adequate facilities and personnel to operate its training schools. Especially equipped rooms in the Department of Justice building have been set aside for training school purposes and the facilities of the Bureau's Technical Laboratory, fingerprint Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the course of training.

A regular faculty of full-time instructors and more than thirty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the Bureau's Police Training Schools, which train members of local and state law enforcement agencies; as well as the experienced Special Agents of the Bureau who from time to time are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

## Retraining

Experienced Agents are returned to Washington for retraining



SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE, PRACTICING WITH THE AUTOMATIC RIFLE.

purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property
Espionage
Extortion Cases
Federal Anti-Racketeering Statute
Federal Kidnaping Act
Federal Reserve Bank Act

Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or
Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of
Federal Reserve System, and Insured Banks
of the Federal Deposit Insurance Corporation
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or conspiracy operating in restraint of trade between the States. Any infor-

mation regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

## Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which you may obtain relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

## Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

## Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the country,

containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

## Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or oral message, there is likewise a violation of the Extortion Statute.

## Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

## Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the

color of official right when interstate commerce or trade is affected. This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, is guilty of violating a Federal Law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Further, on January 24, 1936, the President approved an act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen anything being shipped from one state to another state, from any freight

or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, se-

officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government Rate Collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

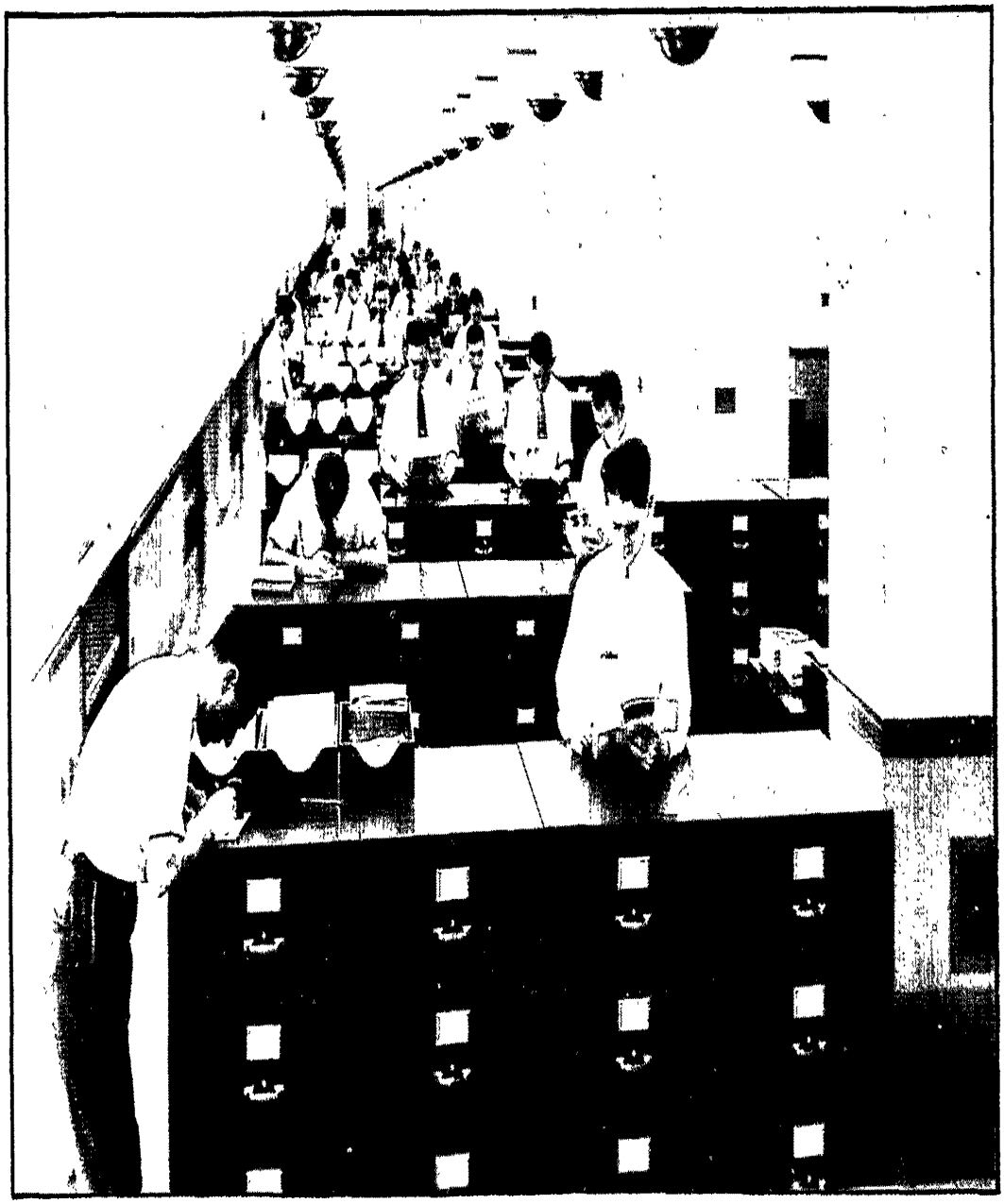
## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On January 1, 1936, there was a total of 5,537,561 fingerprint records and 6,673,167 index cards in the Bureau's archives. On January 1, 1936, more than 3,700 fingerprint records were being received in the Identification Division daily from over 9,000 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law



CLASSIFYING AND COMPARING THE FINGER IMPRESSIONS OF CRIMINALS IN A PORTION OF THE FINGERPRINT FILES SECTION OF THE IDENTIFICATION DIVISION, FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE.

enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is often times studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work, the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that this Bureau can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions, under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. Over 400 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 70 foreign countries where the fingerprints of persons arrested in the United States will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest feature of the Identification Division is its Civil Identification Section, in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and am-

nesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

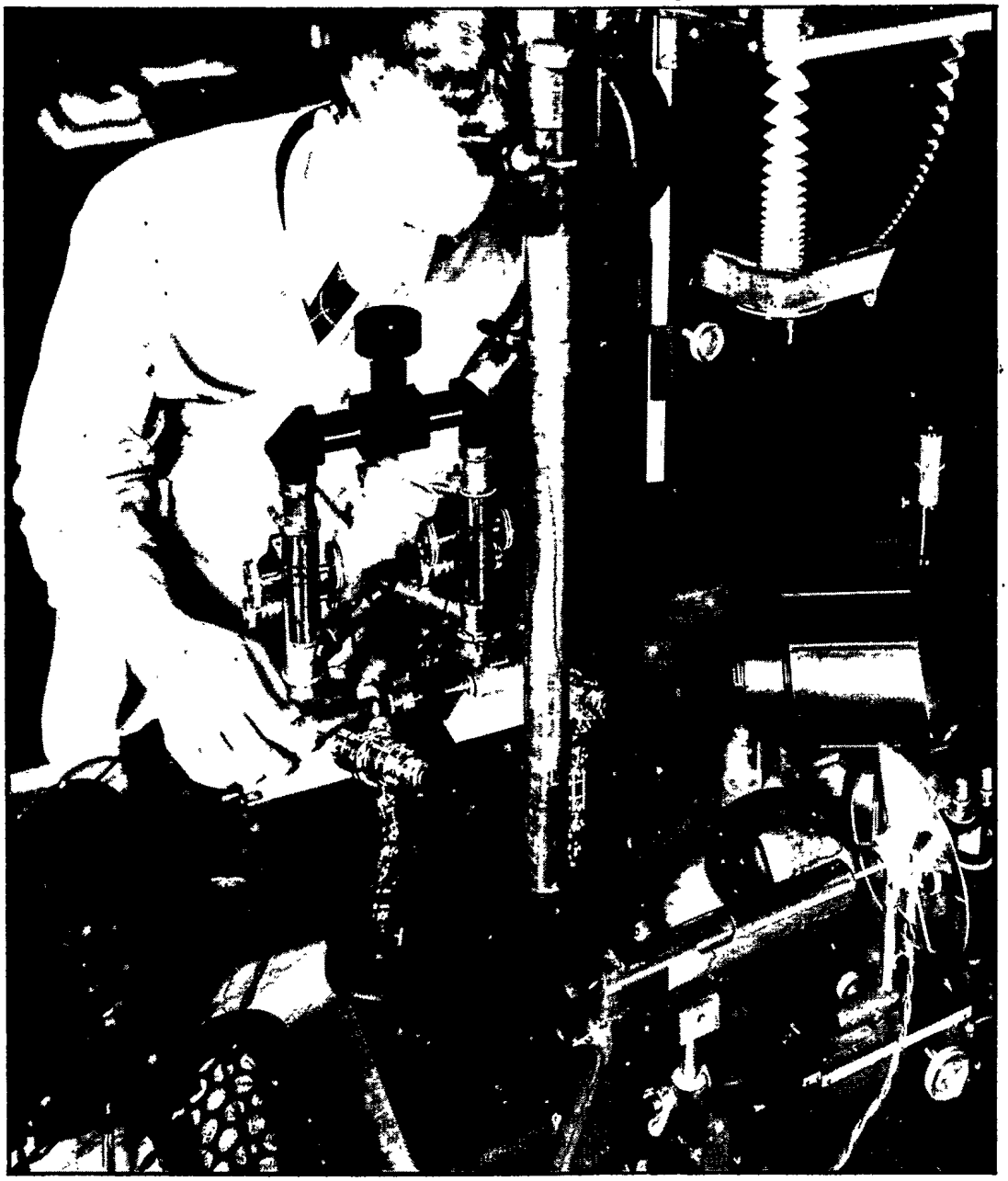
## TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously, it had been customary in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer calipers, color charts, and special apparatus for ultra-violet light and infra-red sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body



EXPERT MAKING AN EXAMINATION OF SHOTGUN SHELLS UNDER THE COMPARISON MICROSCOPE AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE.

for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are available to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined it should be labeled "evidence for the laboratory."

### The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication called "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

Approximately 2,200 police departments throughout the United States, representing a population area of over 64,000,000 make monthly and annual reports to the Bureau of offenses known and offenses cleared

by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are published quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested agencies.

FBI National Police Academy

Police Training School

In July, 1935, the Police Training School of the Federal Bureau of Investigation was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

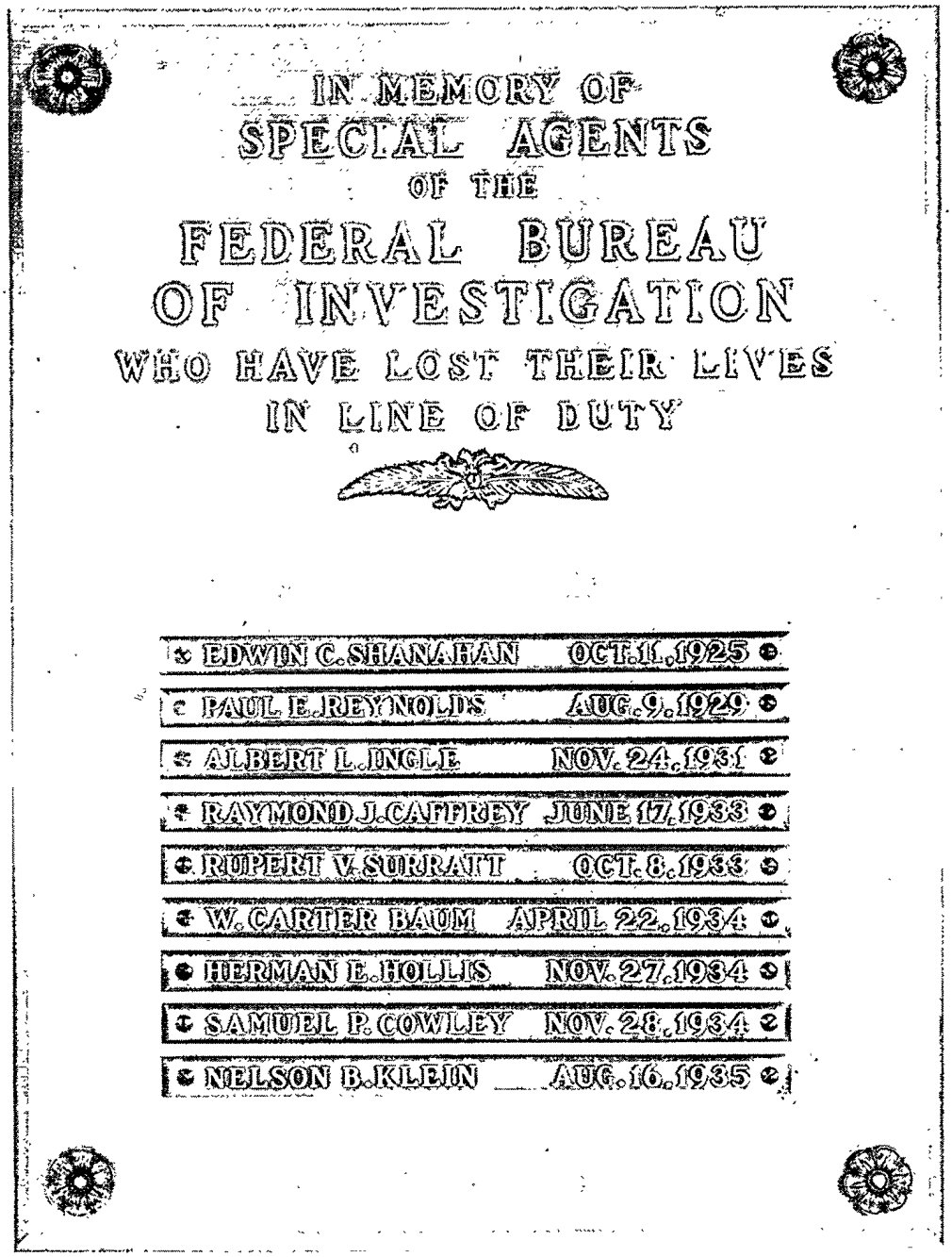
During the fiscal year 1935, the cost of operating the Federal Bureau of Investigation was $4,626,518 while the savings and recoveries effected in cases in which the Bureau performed investigation amounted to $38,481,686.17. Some of its other accomplishments during the same period were:

Ninety-four percent of the cases investigated, which were brought to trial, resulted in convictions.

Sentences imposed totaled over 10,757 years.

1,030 Federal fugitives from justice were located.

Through the Identification Division, various law enforcement officials were assisted in locating 4,403 fugitives.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

JOHN EDGAR HOOVER
DIRECTOR

# Federal Bureau of Investigation

## U. S. Department of Justice

## Washington, D. C.

November 6, 1935.

RECENT FEDERAL CRIME BILLS
(Including those passed by the first session of the 74th Congress)

H. R. - 9370 - THE FEDERAL REWARD BILL

S. - 2080 - TO PROVIDE PUNISHMENT FOR KILLING OR ASSAULTING FEDERAL OFFICERS

S. - 2249 - EXTORTION BY MEANS OF TELEPHONE, TELEGRAPH, RADIO, ORAL MESSAGE OR OTHERWISE

H. R. - 6717* - PROVIDING VENUE FOR PROSECUTION IN EXTORTION CASES

S. - 2252 - AMENDING THE FEDERAL KIDNAPING ACT OF JUNE 22, 1932

S. - 2253 - FLEEING FROM ONE STATE TO ANOTHER TO AVOID PROSECUTION OR GIVING TESTIMONY IN CERTAIN CASES

S. - 2845 - THE NATIONAL STOLEN PROPERTY ACT

S. - 2841 - ROBBERY OF BANKS ORGANIZED OR OPERATING UNDER LAWS OF THE UNITED STATES OR OF ANY MEMBER OF THE FEDERAL RESERVE SYSTEM; AS AMENDED BY SECTION 333 OF H. R. NO. 7617* TO INCLUDE ALL BANKS HOLDING INSURANCE ISSUED BY THE FEDERAL DEPOSIT INSURANCE CORPORATION

H. R. - 7617* - SECTION 333 - EXTENDING SECTION 5209 OF REVISED STATUTES (U. S. C., TITLE 12, SEC. 592) RELATING TO THE MISAPPLICATION, ABSTRACTION, EMBEZZLEMENT, ET CETERA, ON THE PART OF BANK EMPLOYEES TO INCLUDE ALL INSURED BANKS OF THE FEDERAL DEPOSIT INSURANCE CORPORATION

S. - 2575 - CRIMES IN CONNECTION WITH FEDERAL PENAL AND CORRECTIONAL INSTITUTIONS

S. - 2904* - PROHIBITING THE INTERSTATE TRANSPORTATION OF PRISON-MADE PRODUCTS IN CERTAIN CASES

H. R. - 3430* - TO PROVIDE FOR PROSECUTION OF FEDERAL PRISONERS WHO ESCAPE WHILE AWAITING TRIAL

H. R. - 9476 - POWER OF ARREST FOR SPECIAL AGENTS OF THE BUREAU, AND THE RIGHT TO CARRY FIREARMS

S. - 2248 - FEDERAL ANTI-RACKETEERING STATUTE

H. R. - 9741 - THE NATIONAL FIREARMS ACT

* Passed by first session of 74th Congress

Copies of all the above bills are attached.

62-21440-794

C O P Y

(Public--No. 295--73d Congress)

(H.R. 9370)

AN ACT

To authorize an appropriation of money to facilitate the apprehension of certain persons charged with crime.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That there is hereby authorized to be appropriated, out of any money in the Treasury not otherwise appropriated, as a reward or rewards for the capture of anyone who is charged with violation of criminal laws of the United States or any State or of the District of Columbia the sum of $25,000 to be apportioned and expended in the discretion of, and upon such conditions as may be imposed by, the Attorney General of the United States. That there is also hereby authorized to be appropriated, out of any money in the Treasury not otherwise appropriated, as a reward or rewards for information leading to the arrest of any such person the sum of $25,000 to be apportioned and expended in the discretion of, and upon such conditions as may be imposed by the Attorney General of the United States: Provided, That not more than $25,000 shall be expended for information or capture of any one person.

If the said persons or any of them shall be killed in resisting lawful arrest, the Attorney General may pay any part of the reward or rewards in his discretion to the person or persons whom he shall adjudge to be entitled thereto: Provided, That no part of the money authorized to be appropriated by this Act shall be paid to any official or employee of the Department of Justice of the United States.

Approved, June 6, 1934.

C O P Y

(Public--No. 230--73d Congress)

(S. 2080)

AN ACT

To provide punishment for killing or assaulting Federal officers.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That whoever shall kill, as defined in sections 273 and 274 of the Criminal Code, any United States marshal or deputy United States marshal, special agent of the Division of Investigation of the Department of Justice, post-office inspector, Secret Service operative, any officer or enlisted man of the Coast Guard, any employee of any United States penal or correctional institution, any officer of the customs or of the internal revenue, any immigrant inspector or any immigration patrol inspector, while engaged in the performance of his official duties, or on account of the performance of his official duties, shall be punished as provided under section 275 of the Criminal Code.

SEC. 2. Whoever shall forcibly resist, oppose, impede, intimidate, or interfere with any person designated in section 1 hereof while engaged in the performance of his official duties, or shall assault him on account of the performance of his official duties, shall be fined not more than $5,000, or imprisoned not more than three years, or both; and whoever, in the commission of any of the acts described in this section, shall use a deadly or dangerous weapon shall be fined not more than $10,000, or imprisoned not more than ten years, or both.

Approved, May 18, 1934.

COPY

(Public—No. 231—73d Congress)

(S. 2249)

AN ACT

Applying the powers of the Federal Government, under the commerce clause of the Constitution, to extortion by means of telephone, telegraph, radio, oral message, or otherwise.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That whoever, with intent to extort from any person, firm, association, or corporation any money or other thing of value, shall transmit in interstate commerce, by any means whatsoever, any threat (1) to injure the person, property, or reputation of any person, or the reputation of a deceased person, or (2) to kidnap any person, or (3) to accuse any person of a crime, or (4) containing any demand or request for a ransom or reward for the release of any kidnaped person, shall upon conviction be fined not more than $5,000 or imprisoned not more than twenty years, or both: PROVIDED, That the term "interstate commerce" shall include communication from one State, Territory, or the District of Columbia, to another State, Territory, or the District of Columbia: PROVIDED FURTHER, That nothing herein shall amend or repeal section 338a, title 18, United States Code (47 Stat. 649).

Approved, May 18, 1934.

C O P Y

(Public--No. 174--74th Congress)

(H.R. 6717)

AN ACT

Providing venue for prosecution in extortion cases.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That section 1 of the Act of July 8, 1932 (47 Stat., ch. 464; U. S. C., Supp. VII, title 18, sec. 338a), be amended to read as follows:

"Whoever, with intent to extort from any person any money or other thing of value, shall knowingly deposit or cause to be deposited in any post office or station thereof, or in any authorized depository for mail matter, to be sent or delivered by the post-office establishment of the United States, or shall knowingly cause to be delivered by the post-office establishment of the United States according to the direction thereon, any written or printed letter or other communication with or without a name or designating mark subscribed thereto, addressed to any other person, and containing any threat (1) to injure the person, property or reputation of the addressee or of another or the reputation of a deceased person, or (2) to kidnap any person, or (3) to accuse the addressee or any other person of a crime, or containing any demand or request for ransom or reward for the release of any kidnaped person, shall be fined not more than $5,000 or imprisoned not more than twenty years, or both: PROVIDED, That any person violating this section may be prosecuted in the judicial district in which such letter or other communication is deposited in such post office, station, or authorized depository for mail matter, or in the judicial district into which such letter or other communication was carried by the United States mail for delivery according to the direction thereon."

Approved June 28, 1935.

C O P Y

(Public--No. 232--73d Congress)

(S. 2252)

AN ACT

To amend the Act forbidding the transportation of kidnaped persons in interstate commerce.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Act of June 22, 1932 (U.S.C., ch. 271, title 18, sec. 408a), be, and the same is hereby, amended to read as follows:

"Whoever shall knowingly transport or cause to be transported, or aid or abet in transporting, in interstate or foreign commerce, any person who shall have been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise, except, in the case of a minor, by a parent thereof, shall, upon conviction, be punished (1) by death if the verdict of the jury shall so recommend, provided that the sentence of death shall not be imposed by the court if, prior to its imposition, the kidnaped person has been liberated unharmed, or (2) if the death penalty shall not apply nor be imposed the convicted person shall be punished by imprisonment in the penitentiary for such term of years as the court in its discretion shall determine: PROVIDED, That the failure to release such person within seven days after he shall have been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away shall create a presumption that such person has been transported in interstate or foreign commerce, but such presumption shall not be conclusive.

"SEC. 2. The term 'interstate or foreign commerce', as used herein, shall include transportation from one State, Territory, or the District of Columbia to another State, Territory, or the District of Columbia, or to a foreign country, or from a foreign country to any State, Territory, or the District of Columbia.

"SEC. 3. If two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of the foregoing Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons shall be punished in like manner as hereinbefore provided by this Act."

Approved, May 18, 1934.

C O P Y

(Public--No. 233--73d Congress)

(S. 2253)

AN ACT

Making it unlawful for any person to flee from one State to another for the purpose of avoiding prosecution or the giving of testimony in certain cases.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it shall be unlawful for any person to move or travel in interstate or foreign commerce from any State, Territory, or possession of the United States, or the District of Columbia, with intent either (1) to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon, or extortion accompanied by threats of violence, or attempt to commit any of the foregoing, under the laws of the place from which he flees, or (2) to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged. Any person who violates the provision of this Act shall, upon conviction thereof, be punished by a fine of not more than $5,000 or by imprisonment for not longer than five years, or by both such fine and imprisonment. Violations of this Act may be prosecuted only in the Federal judicial district in which the original crime was alleged to have been committed.

Approved, May 18, 1934.

C O P Y

(Public--No. 246--73d Congress)

(S. 2845)

AN ACT

To extend the provisions of the National Motor Vehicle Theft Act to other stolen property.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That this Act may be cited as the "National Stolen Property Act."

SEC. 2. That when used in this Act--

(a) The term "interstate or foreign commerce" shall mean transportation from one State, Territory, or the District of Columbia to another State, Territory, or the District of Columbia, or to a foreign country, or from a foreign country to any State, Territory, or the District of Columbia.

(b) The term "securities" shall include any note, stock certificate, bond, debenture, check, draft, warrant, traveler's check, letter of credit, warehouse receipt, negotiable bill of lading, evidence of indebtedness, certificate of interest or participation in any profit-sharing agreement, collateral-trust certificate, preorganization certificate or subscription, transferable share, investment contract, voting-trust certificate; certificate of interest in property, tangible or intangible; instrument or document or writing evidencing ownership of goods, wares, and merchandise; or transferring or assigning any right, title, or interest in or to goods, wares, and merchandise, or, in general, any instrument commonly known as a "security", or any certificate of interest or participation in, temporary or interim certificate for, receipt for, warrant, or right to subscribe to or purchase any of the foregoing, or any forged, counterfeited, or spurious representation of any of the foregoing.

(c) The term "money" shall mean the legal tender of the United States or of any foreign country, or any counterfeit thereof.

SEC. 3. Whoever shall transport or cause to be transported in interstate or foreign commerce any goods, wares, or merchandise, securities, or money, of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin, knowing the same to have been so stolen or taken, shall be punished by a fine of not more than $10,000 or by imprisonment for not more than ten years or both.

(National Stolen Property Act - Continued).

SEC. 4. Whoever shall receive, conceal, store, barter, sell, or dispose of any goods, wares, or merchandise, securities, or money, of the value of $5,000 or more, or whoever shall pledge or accept as security for a loan any goods, wares, or merchandise, or securities of the value of $500 or more which, while moving in or constituting a part of interstate or foreign commerce, has been stolen or taken feloniously by fraud or with intent to steal or purloin, knowing the same to have been stolen or taken, shall be punished by a fine of not more than $10,000 or by imprisonment of not more than ten years, or both.

SEC. 5. In the event that a defendant is charged in the same indictment with two or more violations of this Act, then the aggregate value of all goods, wares, and merchandise, securities, and money referred to in such indictment shall constitute the value thereof for the purposes of sections 3 and 4 hereof.

SEC. 6. Any person violating this Act may be punished in any district into or through which such goods, wares, or merchandise, or such securities or money, have been transported or removed.

SEC. 7. Nothing herein shall be construed to repeal, modify, or amend any part of the Act of October 29, 1919 (ch. 89), cited as the "National Motor Vehicle Theft Act."

Approved, May 22, 1934.

C O P Y

(Public--No. 235--73rd Congress)

(S. 2841)

as amended by
(Public--No. 305--74th Congress)
(H. R. 7617)

To provide punishment for certain offenses committed against banks organized or operating under laws of the United States or any member of the Federal Reserve System.

Be it enacted by the Sentae and House of Representatives of the United States of America in Congress assembled, That as used in this Act the term "bank" includes any member bank of the Federal Reserve System, and any bank, banking association, trust company, savings bank, or other banking institution organized or operating under the laws of the United States and any insured bank as defined in subsection (c) of section 12 B of the Federal Reserve Act, as amended.*

(section 12 B of the Federal Reserve Act, as amended, pertains to the issuance of insurance by the Federal Deposit Insurance Corporation to banks operating in the United States. As a result of the amendment to the Federal Bank Robbery Act, as included in the above section, the provisions of the Federal Bank Robbery Act now apply to all banks holding insurance issued by the Federal Deposit Insurance Corporation regardless of the fact that the banks are not National Banks or Member Banks of the Federal Reserve System).

SEC. 2. (a) Whoever, by force and violence, or by putting in fear, feloniously takes, or feloniously attempts to take, from the person or presence of another any property or money or any other thing of value belonging to, or in the care, custody, control, management, or possession of, any bank shall be fined not more than $5,000 or imprisoned not more than twenty years, or both.

(b) Whoever, in committing, or in attempting to commit, any offense defined in subsection (a) of this section, assaults any person, or puts in jeopardy the life of any person by the use of a dangerous weapon or device, shall be fined not less than $1,000 nor more than $10,000 or imprisoned not less than five years nor more than twenty-five years, or both.

SEC. 3. Whoever, in committing any offense defined in this Act, or in avoiding or attempting to avoid apprehension for the commission of such offense, or in freeing himself or attempting to free himself from arrest or confinement for such offense, kills any person, or forces any person to accompany him without the consent of such person, shall be punished by imprisonment for not less than 10 years, or by death if

the verdict of the jury shall so direct.

SEC. 4. Jurisdiction over any offense defined by this Act shall not be reserved exclusively to courts of the United States.

Approved, May 18, 1934.

* The underlined portion is that which was amended by Sec. 333 H. R. 7617 approved Aug. 23, 1935

C O P Y

(Public--No. 305--74th Congress)

(H. R. 7617)

AN ACT

Extending section 5209 of Revised Statutes (U. S. C., title 12, sec. 592) relating to the misapplication, abstraction, embezzlement, etc., on the part of bank employees to include all insured banks of the Federal Deposit Insurance Corporation

Section 316 includes the following provisions:

"section 5209 of Revised Statutes (U. S. C., title 12, sec. 592) is hereby amended by inserting after the words 'known as the Federal Reserve Act', the words 'or of any insured bank as defined in subsection (c) of section 12B of the Federal Reserve Act'; and by inserting after the words 'such Federal Reserve bank or member bank', wherever they appear in such section, the words 'or insured bank'; and by inserting after the words 'or the Comptroller of the Currency', the words 'or the Federal Deposit Insurance Corporation.'"

Approved August 23, 1935.

C O P Y

(Public--No. 234--73d Congress)

(S. 2575)

AN ACT

To define certain crimes against the United States in connection with the administration of Federal penal and correctional institutions and to fix the punishment therefor.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That any person employed at any Federal penal or correctional institution as an officer or employee of the United States, or any other person who instigates, connives at, wilfully attempts to cause, assists in, or who conspires with any other person or persons to cause any mutiny, riot, or escape at such penal or correctional institution; or any such officer or employee or any other person who, without the knowledge or consent of the warden or superintendent of such institution, conveys or causes to be conveyed into such institution, or from place to place within such institution, or knowingly aids or assists therein, any tool, device, or substance designed to cut, abrade, or destroy the materials, or any part thereof, of which any building or buildings of such institution are constructed, or any other substance or thing designed to injure or destroy any building or buildings, or any part thereof, of such institution; or who conveys or causes to be conveyed into such institution, or from place to place within such institution, or aids or assists therein, or who conspires with any other person or persons to convey or cause to be conveyed into such institution, or from place to place within such institution, any firearm, weapon, explosive, or any lethal or poisonous gas, or any other substance or thing designed to kill, injure, or disable any officer, agent, employee, or inmate thereof, shall be punished by imprisonment for a period of not more than ten years.

SEC. 2. All Acts and parts of Acts in conflict herewith are hereby repealed.

Approved, May 18, 1934.

C O P Y

(Public--No. 215--74th Congress)

(S. 2904)

AN ACT

Prohibiting the interstate transportation of prison-made products in certain cases.

"Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it shall be unlawful for any person knowingly to transport or cause to be transported, in any manner or by any means whatsoever, or aid or assist in obtaining transportation for or in transporting any goods, wares, and merchandise manufactured, produced, or mined wholly or in part by convicts or prisoners (except convicts or prisoners on parole or probation), or in any penal or reformatory institution, from one State, Territory, Puerto Rico, Virgin Islands, or District of the United States, or place noncontiguous but subject to the jurisdiction thereof, or from any foreign country, into any State, Territory, Puerto Rico, Virgin Islands, or District of the United States, or place noncontiguous but subject to the jurisdiction thereof, where said goods, wares, and merchandise are intended by any person interested therein to be received, possessed, sold, or in any manner used, either in the original package or otherwise in violation of any law of such State, Territory, Puerto Rico, Virgin Islands, or District of the United States, or place noncontiguous but subject to the jurisdiction thereof. Nothing herein shall apply to commodities manufactured in Federal penal and correctional institutions for use by the Federal Government.

"Sec. 2. All packages containing any goods, wares, and merchandise manufactured, produced, or mined wholly or in part by convicts or prisoners except convicts or prisoners on parole or probation, or in any penal or reformatory institution, when shipped or transported in interstate or foreign commerce shall be plainly and clearly marked, so that the name and address of the shipper, the name and address of the consignee, the nature of the contents, and the name and location of the penal or reformatory institution where produced wholly or in part may be readily ascertained on an inspection of the outside of such package.

"Sec. 3. Any person violating any provision of this Act shall for each offense, upon conviction thereof, be punished by a fine of not more than $1,000, and such goods, wares, and merchandise shall be forfeited to the United States and may be seized and condemned by like proceedings as those provided by law for the seizure and forfeiture of property imported into the United States contrary to law.

"Sec. 4. Any violation of this Act shall be prosecuted in any court having jurisdiction of crime within the district in which said violation was committed, or from, or into which any such goods, wares, or merchandise may have been carried or transported, or in any Territory, Puerto Rico, Virgin Islands, or the District of Columbia, contrary to the provisions of this Act."

Approved July 24, 1935.

C O P Y

(Public--No. 233--74th Congress)

(H.R. 3430)

AN ACT

To provide for prosecution of Federal prisoners who escape while awaiting trial.

"To amend the Act approved May 14, 1930, entitled 'An Act to reorganize the administration of Federal prisons; to authorize the Attorney General to contract for the care of United States prisoners; to establish Federal jails; and for other purposes.'

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That section 9 of the Act approved May 14, 1930, chapter 274 (U.S.C., title 18, sec. 753h), be, and the same is hereby, amended to read as follows:

SEC. 9, Any person committed to the custody of the Attorney General or his authorized institution, pursuant to the direction of the Attorney General, or who is in custody by virtue of any process issued under the laws of the United States by any court, judge, or commissioner, or who is in custody of an officer of the United States pursuant to lawful arrest, who escapes or attempts to escape from such custody or institution, shall be guilty of an offense. If the custody or confinement is by virtue of an arrest on a charge of felony, or conviction of any offense whatsoever, the offense of escaping or attempting to escape therefrom shall constitute a felony and any person convicted thereof shall be punished by imprisonment for not more than five years or by a fine or not more than $5,000 or both; and if the custody or confinement is by virtue of an arrest or charge of or for a misdemeanor, and prior to conviction, the offense of escaping or attempting to escape therefrom shall constitute a misdemeanor and any person convicted thereof shall be punished by imprisonment for not more than one year or by a fine of not more than $1,000 or both. The sentence imposed hereunder shall be in addition to and independent of any sentence imposed in the case in connection with which such person is held in custody at the time of such escape or attempt to escape. If such person be under sentence at the time of such offense, the sentence imposed hereunder shall begin upon the expiration of, or upon legal release from, any sentence under which such person is held at the time of such escape or attempt to escape."

Approved, August 3, 1935.

C O P Y

Public--No. 402--73d Congress)

(H.R. 9476)

AN ACT

To empower certain members of the Division of Investigation of the Department of Justice to make arrests in certain cases, and for other purposes.

Be it enacted by the Senate and House of Representives of the United States of America in Congress assembled, That the Director, Assistant Directors, agents, and inspectors of the Division of Investigation of the Department of Justice are empowered to serve warrants and subpenas issued under the authority of the United States; to make seizures under warrant for violation of the laws of the United States; to make arrests without warrant for felonies which have been committed and which are cognizable under the laws of the United States, in cases where the person making the arrest has reasonable grounds to believe that the person so arrested is guilty of such felony and where there is a likelihood of the person escaping before a warrant can be obtained for his arrest, but the person arrested shall be immediately taken before a committing officer. Such members of the Division of Investigation of the Department of Justice are authorized and empowered to carry firearms.

Approved, June 18, 1934.

C O P Y

(Public--No. 376--73d Congress)

(S. 2248)

AN ACT

To Protect trade and commerce against interference by violence, threats, coercion, or intimidation.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the term "trade or commerce", as used herein, is defined to mean trade or commerce between any States, with foreign nations, in the District of Columbia, in any Territory of the United States, between any such Territory or the District of Columbia and any State or other Territory, and all other trade or commerce over which the United States has constitutional jurisdiction.

SEC. 2. Any person who, in connection with or in relation to any act in any way or in any degree affecting trade or commerce or any article or commodity moving or about to move in trade or commerce--

(a) Obtains or attempts to obtain, by the use of or attempt to use or threat to use force, violence, or coercion, the payment of money or other valuable considerations, or the purchase or rental of property or protective services, not including, however, the payment of wages by a bona-fide employer to a bona-fide employee; or

(b) Obtains the property of another, with his consent, induced by wrongful use of force or fear, or under color of official right; or

(c) Commits or threatens to commit an act of physical violence or physical injury to a person or property in furtherance of a plan or purpose to violate sections (a) or (b); or

(d) Conspires or acts concertedly with any other person or persons to commit any of the foregoing acts; shall, upon conviction thereof, be guilty of a felony and shall be punished by imprisonment from one to ten years or by a fine of $10,000, or both.

SEC. 3. (A) As used in this Act the term "wrongful" means in violation of the criminal laws of the United States or of any State or Territory.

(b) The terms "property", "money", or "valuable considerations" used herein shall not be deemed to include wages paid by a bona-fide employer to a bona-fide employee.

SEC. 4. Prosecutions under this Act shall be commenced only upon the express direction of the Attorney General of the United States.

SEC. 5. If any provisions of this Act or the application thereof to any person or circumstance is held invalid, the remainder of the Act, and the application of such provision to other persons or circumstances, shall not be affected thereby.

SEC. 6. Any person charged with violating this Act may be prosecuted in any district in which any part of the offense has been committed by him or by his actual associates participating with him in the offense or by his fellow conspirators: Provided, That no court of the United States shall construe or apply any of the provisions of this Act in such manner as to impair, diminish, or in any manner affect the rights of bona-fide labor organizations in lawfully carrying out the legitimate objects thereof, as such rights are expressed in existing statutes of the United States.

Approved, June 18, 1934.

C O P Y

(Public--No. 474--73d Congress)

(H. R. 9741)

AN ACT

To provide for the taxation of manufacturers, importers, and dealers in certain firearms and machine guns, to tax the sale or other disposal of such weapons, and to restrict importation and regulate interstate transportation thereof.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That for the purposes of this Act--

(a) The term "firearm" means a shotgun or rifle having a barrel of less than eighteen inches in length, or any other weapon, except a pistol or revolver, from which a shot is discharged by an explosive if such weapon is capable of being concealed on the person, or a machine gun, and includes a muffler or silencer for any firearm whether or not such firearm is included within the foregoing definition.

(b) The term "machine gun" means any weapon which shoots, or is designed to shoot, automatically or semiautomatically, more than one shot, without manual reloading, by a single function of the trigger.

(c) The term "person" includes a partnership, company, association, or corporation, as well as a natural person.

(d) The term "continental United States" means the States of the United States and the District of Columbia.

(e) The term "importer" means any person who imports or brings firearms into the continental United States for sale.

(f) The term "manufacturer" means any person who is engaged within the continental United States in the manufacture of firearms, or who otherwise produces therein any firearm for sale or disposition.

(g) The term "dealer" means any person not a manufacturer or importer engaged within the continental United States in the business of selling firearms. The term "dealer" shall include wholesalers, pawnbrokers, and dealers in used firearms.

(h) The term "interstate commerce" means transportation from any State or Territory or District, or any insular possession of the United States (including the Philippine Islands), to any other State or to the District of Columbia.

(i) The term "Commissioner" means the Commissioner of Internal Revenue.

(j) The term "Secretary" means the Secretary of the Treasury.

(k) The term "to transfer" or "transferred" shall include to sell, assign, pledge, lease, loan, give away, or otherwise dispose of.

SECTION 2. (a) Within fifteen days after the effective date of this Act, or upon first engaging in business, and thereafter on or before the 1st day of July of each year, every importer, manufacturer, and dealer in firearms shall register with the collector of internal revenue for each district in which such business is to be carried on his name or style, principal place of business, and places of business in such district, and pay a special tax at the following rates: Importers or manufacturers, $500 a year; dealers, other than pawnbrokers, $200 a year; pawnbrokers, $300 a year. Where the tax is payable on the 1st day of July in any year it shall be computed for one year; where the tax is payable on any other day it shall be computed proportionately from the 1st day of the month in which the liability to the tax accrued to the 1st day of July following.

(b) It shall be unlawful for any person required to register under the provisions of this section to import, manufacture, or deal in firearms without having registered and paid the tax imposed by this section.

SECTION 3. (a) There shall be levied, collected, and paid upon firearms transferred in the continental United States a tax at the rate of $200 for each firearm, such tax to be paid by the transferor, and to be represented by appropriate stamps to be provided by the Commissioner, with the approval of the Secretary; and the stamps herein provided shall be affixed to the order for such firearm, hereinafter provided for. The tax imposed by this section shall be in addition to any import duty imposed on such firearm.

(b) All provisions of law (including those relating to special taxes, to the assessment, collection, remission, and refund of internal revenue taxes, to the engraving, issuance, sale, accountability, cancelation, and distribution of tax-paid stamps provided for in the internal-revenue laws, and to penalties) applicable with respect to the taxes imposed by section 1 of the Act of December 17, 1914, as amended (U.S.C., Supp. VII, title 26, secs. 1040 and 1383), and all other provisions of the internal-revenue laws shall, insofar as not inconsistent with the provisions of this Act, be applicable with respect to the taxes imposed by this Act.

(c) Under such rules and regulations as the Commissioner, with the approval of the Secretary, may prescribe, and upon proof of the exportation of any firearm to any foreign country (whether exported as part of another article or not) with respect to which the transfer tax under this section has been paid by the manufacturer, the Commissioner shall refund to the manufacturer the amount of the tax so paid, or, if the manufacturer waives all claim for the amount to be refunded, the refund shall be made to the exporter.

SECTION 4. (a) It shall be unlawful for any person to transfer a firearm except in pursuance of a written order from the person seeking to obtain such article, on an application form issued in blank in duplicate for that purpose by the Commissioner. Such order shall identify the applicant by such means of identification as may be prescribed by regulations under this Act: Provided, That, if the applicant is an individual, such identification shall include fingerprints and a photograph thereof.

(b) The Commissioner, with the approval of the Secretary, shall cause suitable forms to be prepared for the purposes above mentioned, and shall cause the same to be distributed to collectors of internal revenue.

(c) Every person so transferring a firearm shall set forth in each copy of such order the manufacturer's number or other mark identifying such firearm, and shall forward a copy of such order to the Commissioner. The original thereof with stamps affixed, shall be returned to the applicant.

(d) No person shall transfer a firearm which has previously been transferred on or after the effective date of this Act, unless such person, in addition to complying with subsection (c), transfers therewith the stamp-affixed order provided for in this section for each such prior transfer, in compliance with such regulations as may be prescribed under this Act for proof of payment of all taxes on such firearms.

(e) If the transfer of a firearm is exempted from the provisions of this Act as provided in section 13 hereof, the person transferring such firearm shall notify the Commissioner of the name and address of the applicant, the number or other mark identifying such firearm, and the date of its transfer, and shall file with the Commissioner such documents in proof thereof as the Commissioner may by regulations prescribe.

(f) Importers, manufacturers, and dealers who have registered and paid the tax as provided for in section 2(a) of this Act shall not be required to conform to the provisions of this section with respect to transactions in firearms with dealers or manufacturers if such dealers or manufacturers have registered and have paid such tax, but shall keep such records and make such reports regarding such transactions as may be prescribed by regulations under this Act.

SECTION 5. (a) Within sixty days after the effective date of this Act every person possessing a firearm shall register, with the collector of the district in which he resides, the number or other mark identifying such firearm, together with his name, address, place where such firearm is usually kept, and place of business or employment, and, if such person is other than a natural person, the name and home address of an executive officer thereof: Provided, That no person shall be required to register under this section with respect to any firearm acquired after the effective date of, and in conformity with the provisions of, this Act.

(b) Whenever on trial for a violation of section 6 hereof the defendant is shown to have or to have had possession of such firearm at any time after such period of sixty days without having registered as required by this section, such possession shall create a presumption that such firearm came into the possession of the defendant subsequent to the effective date of this Act, but this presumption shall not be conclusive.

SECTION 6. It shall be unlawful for any person to receive or possess any firearm which has at any time been transferred in violation of section 3 or 4 of this Act.

SECTION 7. (a) Any firearm which has at any time been transferred in violation of the provisions of this Act shall be subject to seizure and forfeiture, and (except as provided in subsection (b)) all the provisions of internal-revenue laws relating to searches, seizures, and forfeiture of unstamped articles are extended to and made to apply to the articles taxed under this Act, and the persons to whom this Act applies.

(b) In the case of the forfeiture of any firearm by reason of a violation of this Act: No notice of public sale shall be required; no such firearm shall be sold at public sale; if such firearm is in the possession of any officer of the United States except the Secretary, such officer shall deliver the firearm to the Secretary; and the Secretary may order such firearm destroyed or may sell such firearm to any State, Territory, or possession (including the Philippine Islands), or political subdivision thereof, or the District of Columbia, or retain it for the use of the Treasury Department or transfer it without charge to any Executive department or independent establishment of the Government for use by it.

SECTION 8. (a) Each manufacturer and importer of a firearm shall identify it with a number or other identification mark approved by the Commissioner, such number or mark to be stamped or otherwise placed thereon in a manner approved by the Commissioner.

(b) It shall be unlawful for anyone to obliterate, remove, change, or alter such number or other identification mark. Whenever on trial for a violation of this subsection the defendant is shown to have or to have had possession of any firearm upon which such number or mark shall have been obliterated, removed, changed, or altered, such possession shall be deemed sufficient evidence to authorize conviction, unless the defendant explains such possession to the satisfaction of the jury.

SECTION 9. Importers, manufacturers, and dealers shall keep such books and records and render such returns in relation to the transactions in firearms specified in this Act as the Commissioner, with the approval of the Secretary, may by regulations require.

SECTION 10. (a) No firearm shall be imported or brought into the United States or any territory under its control or jurisdiction (including the Philippine Islands), except that, under regulations prescribed by the Secretary, any firearm may be so imported or brought in when (1) the purpose thereof is shown to be lawful and (2) such firearm is unique or of a type which cannot be obtained within the United States or such territory.

(b) It shall be unlawful (1) fraudulently or knowingly to import or bring any firearm into the United States or any territory under its control or jurisdiction (including the Philippine Islands), in violation of the provisions of this Act; or (2) knowingly to assist in so doing; or (3) to receive, conceal, buy, sell, or in any manner facilitate the transportation, concealment, or sale of any such firearm after being im-

ported or brought in, knowing the same to have been imported or brought in contrary to law. Whenever on trial for a violation of this section the defendant is shown to have or to have had possession of such firearm, such possession shall be deemed sufficient evidence to authorize conviction unless the defendant explains such possession to the satisfaction of the jury.

SECTION 11. It shall be unlawful for any person who is required to register as provided in section 5 hereof and who shall not have so registered, or any other person who has not in his possession a stamp-affixed order as provided in section 4 hereof, to ship, carry, or deliver any firearm in interstate commerce.

SECTION 12. The Commissioner, with the approval of the Secretary, shall prescribe such rules and regulations as may be necessary for carrying the provisions of this Act into effect.

SECTION 13. This Act shall not apply to the transfer of firearms (1) to the United States Government, any State, Territory, or possession of the United States, or to any political subdivision thereof, or to the District of Columbia; (2) to any peace officer or any Federal officer designated by regulations of the Commissioner; (3) to the transfer of any firearm which is unserviceable and which is transferred as a curiosity or ornament.

SECTION 14. Any person who violates or fails to comply with any of the requirements of this Act shall, upon conviction, be fined not more than $2,000 or be imprisoned for not more than five years, or both, in the discretion of the court.

SECTION 15. The taxes imposed by paragraph (a) of section 600 of the Revenue Act of 1926 (U.S.C., Supp. VII, title 26, sec. 1120) and by section 610 of the Revenue Act of 1932 (47 Stat. 169, 264), shall not apply to any firearm on which the tax provided by section 3 of this Act has been paid.

SECTION 16. If any provision of this Act, or the application thereof to any person or circumstance, is held invalid, the remainder of the Act, and the application of such provision to other persons or circumstances, shall not be affected thereby.

SECTION 17. This Act shall take effect on the thirtieth day after the date of its enactment.

SECTION 18. This Act may be cited as the "National Firearms Act."

Approved, June 26, 1934.

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 4
Page 12 ~ Duplicate 62-HQ-21440 Ser 730X
Page 21 ~ Duplicate 62-HQ-21440 Ser 886
Page 29 ~ Duplicate 62-HQ-21440 Ser 730X
Page 32 ~ Duplicate 62-HQ-21440 Ser 730X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 811 - Section 1

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

~~MAY 27, 1937.~~
July 10, 1937. T.E.D.L.

vestigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On ~~May~~ July 1, 1937 there was a total of ~~7,126,641~~ 7,360,458 fingerprint records and ~~8,207,419~~ 8,581,013 index cards in the Bureau's archives. On ~~May~~ July 1, 1937, ~~more than 6,400~~ approximately 5,000 fingerprint records were being received in the Identification Division daily from ~~10,416~~ 10,465 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contribu-

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 81 foreign countries, COLONIES and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

Civil Identification

The latest feature of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the

These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

$5,925,000 to an appropriation to equip the 7th during the same period

$41,411,484.22

ACCOMPLISHMENTS

During the ~~first three quarters of the~~ PAST fiscal year ~~1937~~ ENDING JUNE 30, 1937, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to ~~$22,563,125.74~~, as compared ~~to a net appropriation of $5,025,000 for the entire fiscal year~~ TO * WHICH IT COST THE GOVERNMENT TO OPERATE THE ENTIRE BUREAU FOR THE SAME PERIOD OF TIME. Some of the Bureau's other accomplishments during the same ~~nine~~ TWELVE months' period were:

Convictions in * ~~of~~ 94.67% of the cases investigated which were brought to trial.

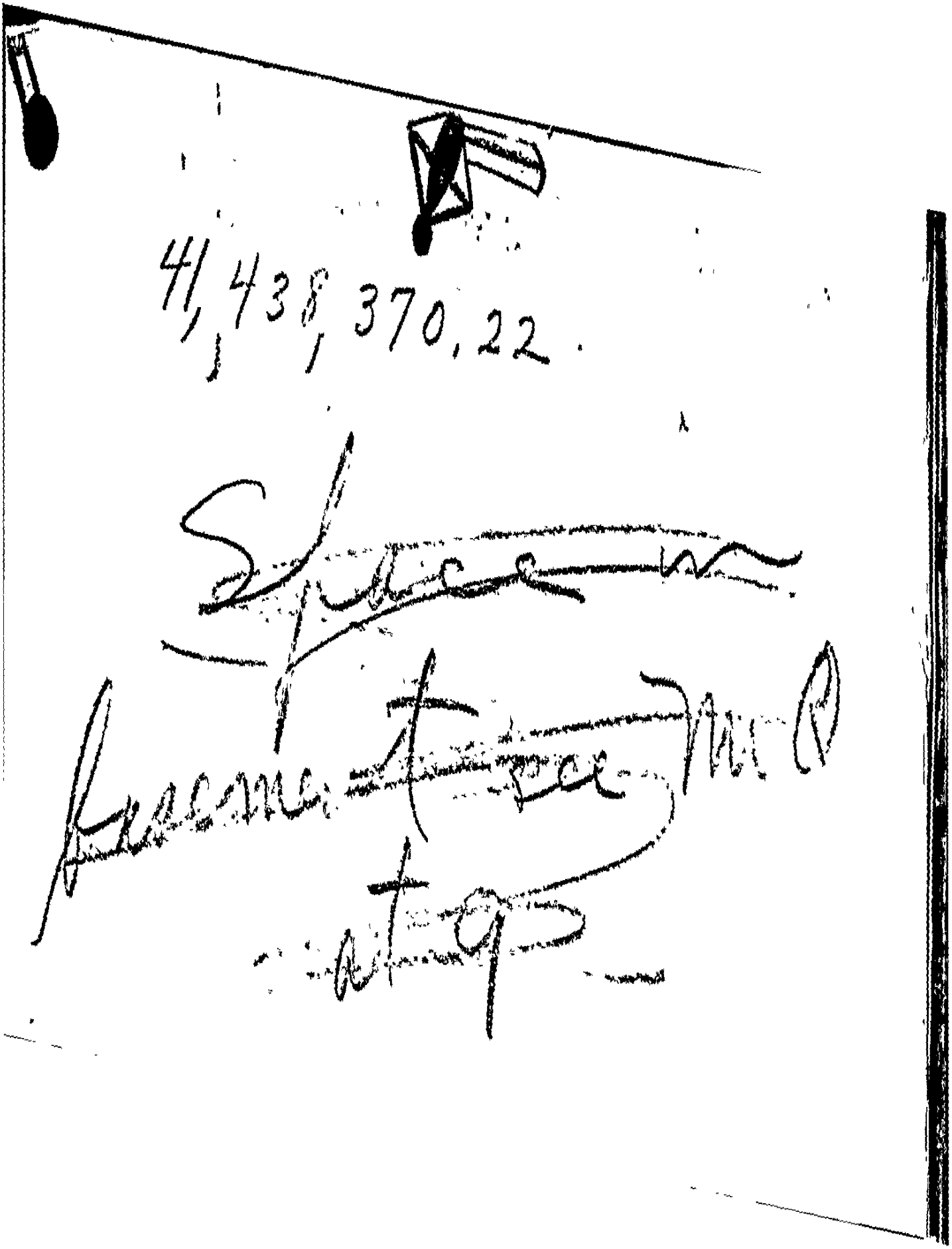
Imposition of sentences totaling over * ~~9,315~~ 13,322 years, in addition to ~~19 life sentences~~ 2 death sentences and 13 life sentences.

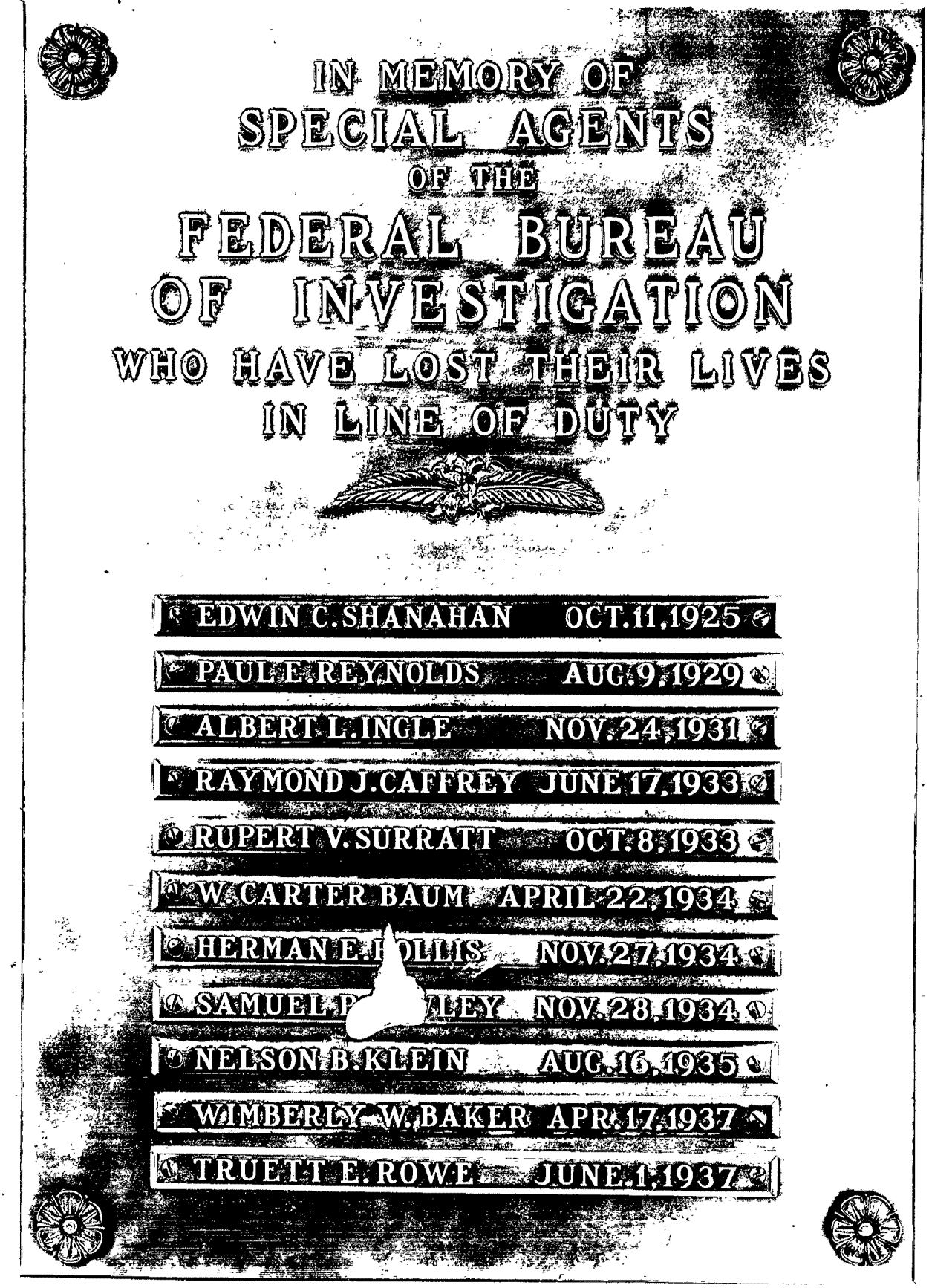
Location of * ~~908~~ 1,303 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating ~~4,057~~ 6,223 fugitives.



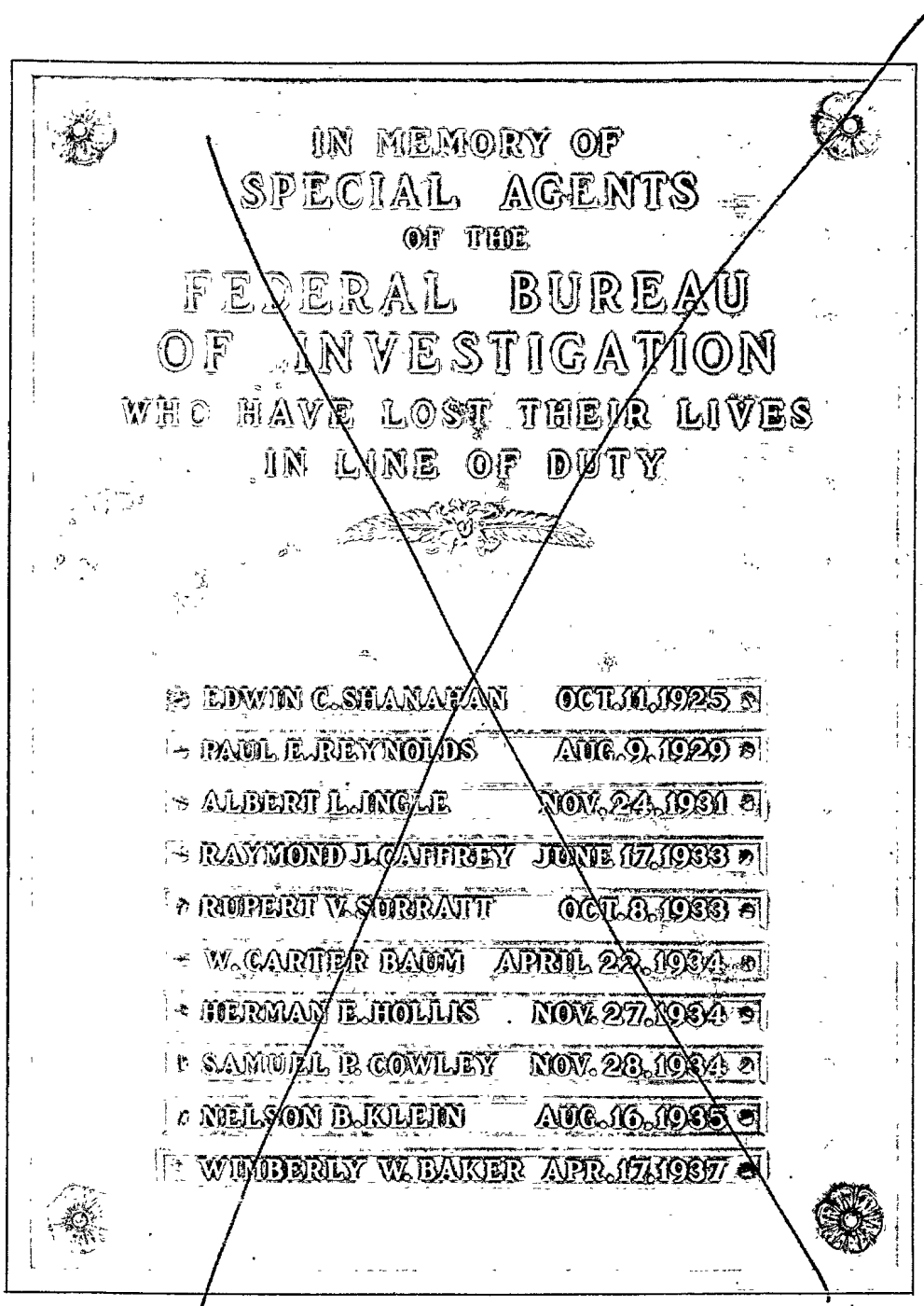
* To be supplied in the next few days.






F. B. I.-20-1

BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 25
Page 3 ~ Duplicate 62-HQ-21440 Ser 886
Page 5 ~ Duplicate 62-HQ-21440 Ser 886
Page 6 ~ Duplicate 62-HQ-21440 Ser 886
Page 7 ~ Duplicate 62-HQ-21440 Ser 886
Page 8 ~ Duplicate 62-HQ-21440 Ser 886
Page 9 ~ Duplicate 62-HQ-21440 Ser 886
Page 10 ~ Duplicate 62-HQ-21440 Ser 886
Page 11 ~ Duplicate 62-HQ-21440 Ser 886
Page 12 ~ Duplicate 62-HQ-21440 Ser 886
Page 13 ~ Duplicate 62-HQ-21440 Ser 886
Page 14 ~ Duplicate 62-HQ-21440 Ser 886
Page 15 ~ Duplicate 62-HQ-21440 Ser 886
Page 16 ~ Duplicate 62-HQ-21440 Ser 886
Page 17 ~ Duplicate 62-HQ-21440 Ser 886
Page 18 ~ Duplicate 62-HQ-21440 Ser 886
Page 19 ~ Duplicate 62-HQ-21440 Ser 886
Page 20 ~ Duplicate 62-HQ-21440 Ser 886
Page 21 ~ Duplicate 62-HQ-21440 Ser 886
Page 23 ~ Duplicate 62-HQ-21440 Ser 886
Page 24 ~ Duplicate 62-HQ-21440 Ser 886
Page 26 ~ Duplicate 62-HQ-21440 Ser 886
Page 27 ~ Duplicate 62-HQ-21440 Ser 886
Page 28 ~ Duplicate 62-HQ-21440 Ser 886
Page 29 ~ Duplicate 62-HQ-21440 Ser 886
Page 34 ~ Duplicate 62-HQ-21440 Ser 730x

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 962 - Section 1

FEDERAL BUREAU OF INVESTIGATION

Room 4236 9/9 1938.

Phone 245
256

TO:
- ____ Director
- ____ Mr. Tolson
- ____ Mr. Nathan
- ____ Mr. Clegg
- ____ Mr. Tamm
- ____ Mr. Foxworth
- ____ Mr. Egan
- ____ Mr. Glavin
- ____ Miss Gandy
- ____ Mr. _____
- ____ Miss _____
- ____ Mr. Coffey
- ____ Mr. Harbo
- ____ Mr. Lester
- ____ Mr. Naughten
- ✓ Mr. Renneberger
- ____ Mr. Quinn Tamm
- ____ Mr. Tracy
- ____ Chief Clerk's Office
- ____ Files Section
- ____ Mail Room
- ____ Supply Room

RESEARCH DIVISION

- ____ Mr. Madigan
- ____ Mr. Mathis
- ____ Mr. McGuire
- ____ Mr. Suttler
- ____ Mr. Thornton
- ____ SEE ME
- ____ Miss Cunningham
- ____ Miss Lurz
- ____ NOTE & RETURN
- ____ FOR APPROPRIATE ACTION
- ____ SEND FILE

Correct page numbers

Mathis

L. B. Nichols.

RD-10

FEDERAL BUREAU OF INVESTIGATION

Room 4236 9/9, 1938.

Phone 245
256

TO:
- _____Director
- _____Mr. Tolson
- _____Mr. Nathan
- _____Mr. Clegg
- _____Mr. Tamm
- _____Mr. Foxworth
- _____Mr. Egan
- _____Mr. Glavin
- _____Miss Gandy
- _____Mr. _____
- _____Miss _____
- _____Mr. Coffey
- _____Mr. Harbo
- _____Mr. Lester
- _____Mr. Naughten
- ✓ Mr. Renneberger
- _____Mr. Quinn Tamm
- _____Mr. Tracy
- _____Chief Clerk's Office
- _____Files Section
- _____Mail Room
- _____Supply Room

RESEARCH DIVISION

- _____Mr. Madigan
- _____Mr. Mathis
- _____Mr. McGuire
- _____Mr. Suttler
- _____Mr. Thornton
- _____SEE ME
- _____Miss Cunningham
- _____Miss Lurz
- _____NOTE & RETURN
- _____FOR APPROPRIATE ACTION
- _____SEND FILE

_____ _____ _____ _____

OK -

L. B. Nichols.

RD-10

FEDERAL BUREAU OF INVESTIGATION

From: Mechanical Section

9-9 1938.

TO:
- ____ Director
- ____ Mr. Nathan
- ____ Mr. Tolson
- ____ Mr. Clegg
- ____ Mr. Glavin
- ____ Mr Tamm
- ____ Mr. Coffey
- ____ Miss Gandy
- ____ Mr. Tracy
- ✓ Mr. Nichols
- ____ Mr. Harbo
- ____ Chief, Unit ____
- ____ Section
- ____ Chief Clerk
- ____ Wash. Field Division
- ✓ Mr. Mackey

Please forward, central file section the attached memo

Thanks

Renneberger

R. C. Renneberger.

FEDERAL BUREAU OF INVESTIGATION

From: Mechanical Section

9 - 8 1938.

TO:
- _____ Director
- _____ Mr. Nathan
- _____ Mr. Tolson
- _____ Mr. Clegg
- _____ Mr. Glavin
- _____ Mr Tamm
- _____ Mr. Coffey
- _____ Miss Gandy
- _____ Mr. Tracy
- ✓ Mr. Nichols
- _____ Mr. Harbo
- _____ Chief, Unit _____
- _____ Section
- _____ Chief Clerk
- _____ Wash. Field Division

_____ Mr. _____

Please prepare
certificate of retirement
for Miss [illegible]

Thanks

R. C. Renneberger.

# STORY of FBI

Offset Paper

| SET | PROOFED | CORRECTED | RUN | WIDE | NARROW | RUN | CORRECTED | PROOFED | SET |
|---|---|---|---|---|---|---|---|---|---|
| | | | ✓ | COVER | | ✓ | | | |
| | | | ✓ | FLYLEAF - SINGLE | | | | | |
| | | | ✓ | 3 LITH ↔ | 4 LITH | Run ½ + cut ✓ | | | |
| | | | ✓ | BLDG | INTROD | ✓ | | | |
| | | | ✓ | 5 | 6 LITH | ✓ | | | |
| | | | ✓ | 1 | 2 | ✓ | | | |
| | | | ✓ | 9 | 10 | ✓ | | | |
| | | | ✓ | 11 | 12 | ✓ | | | |
| | | | ✓ | 13 | 14 | ✓ | | | |
| | | | ✓ | 8 LITH | 7 | ✓ | | | |
| | | | ✓ | 18 | 17 LITH | ✓ | | | |
| | | | ✓ | 15 | 16 | ✓ | | | |
| | | | ✓ | 20 | 19 | ✓ | | | |
| | | | ✓ | 21 LITH | 22 | ✓ | | | |
| | | | ✓ | 24 | 23 LITH | ✓ | | | |
| | | | ✓ | 25 LITH - SINGLE | | | | | |

## Introduction

This publication is issued for the purpose of acquainting the public and law enforcement agencies with the work and facilities of the Federal Bureau of Investigation, United States Department of Justice. By this means it is hoped to acquaint peace officers and citizens with the types of services which are available and encourage a wider use of the Bureau's facilities. There is presented herein an outline of the investigative jurisdiction, Identification Division, technical laboratory, and uniform crime reporting project of the Bureau and it is suggested that this publication be retained for future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions.

The administration of the Federal Bureau of Investigation is based upon the fundamental rule and policy, in the work of every Special Agent in the field, of working in the closest cooperation with police officials in their respective jurisdictions. In investigative and identification matters, the Bureau extends to law enforcement officers an invitation to work together in the interest of effective law enforcement.

It is a pleasure to quote the following statement from an address by Attorney General of the United States Homer Cummings concerning the Department of Justice, of which this Bureau is an integral part:

> "In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

J. Edgar Hoover

Director

THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

---

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable advances in the earlier years of its growth were the passage of the White Slave Traffic Act in 1910, materially increasing the work of the Bureau, and the passage in 1919 of the National Motor Vehicle Theft Act, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the practice of giving preference to qualified attorneys and expert accountants in the appointment of Special Agents. The second was the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information under the Bureau's jurisdiction.

wide

This consolidation brought to Washington, as a nucleus for the Bureau's Identification Division, 810,188 fingerprint records.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

Recent legislation, sponsored and urged by Attorney General Cummings, extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute, and the Federal Extortion Act.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction forty-two field divisions strategically located in forty-

two key cities throughout the United States. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools, expert accountants or have had extensive law enforcement experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.



wide

Approximately 85 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

University degrees are held by approximately 80 per cent of the Bureau's Special Agents. A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 112 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training school purposes. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training school curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing

the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation. On August 24, 1937, the Federal Bank Robbery Act was amended to cover burglaries and larcenies committed in National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation.

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information

which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On September 1, 1938 there was a total of 9,248,846 fingerprint records and 10,602,797 index cards in the Bureau's archives. On September 1, 1938, approximately 6,598 fingerprint records were being received in the Identification Division daily from 10,656 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of

the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the FBI can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicant is not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact, either by air mail, special delivery or telegraph. Approximately 575 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing

a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 84 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

More than 2,500 police departments throughout the United States, representing a population area of over 66,000,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,300 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is approximately 4,000, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a



Narrow

nation-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

During the past fiscal year ending June 30, 1938, the savings, fines, and recoveries effected in cases in which Special Agents of the Federal Bureau of Investigation performed investigative activities amounted to $47,568,419.53 as compared to the cost of maintaining the FBI during the same period which amounted to $6,222,976. Some of the Bureau's other accomplishments during the same twelve months' period were:

Convictions in 95.93% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 15,876 years, in addition to 3 death sentences and 13 life sentences.

Location of 1,923 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 7,003 fugitives.

---



wcdl

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

## DESCRIPTION

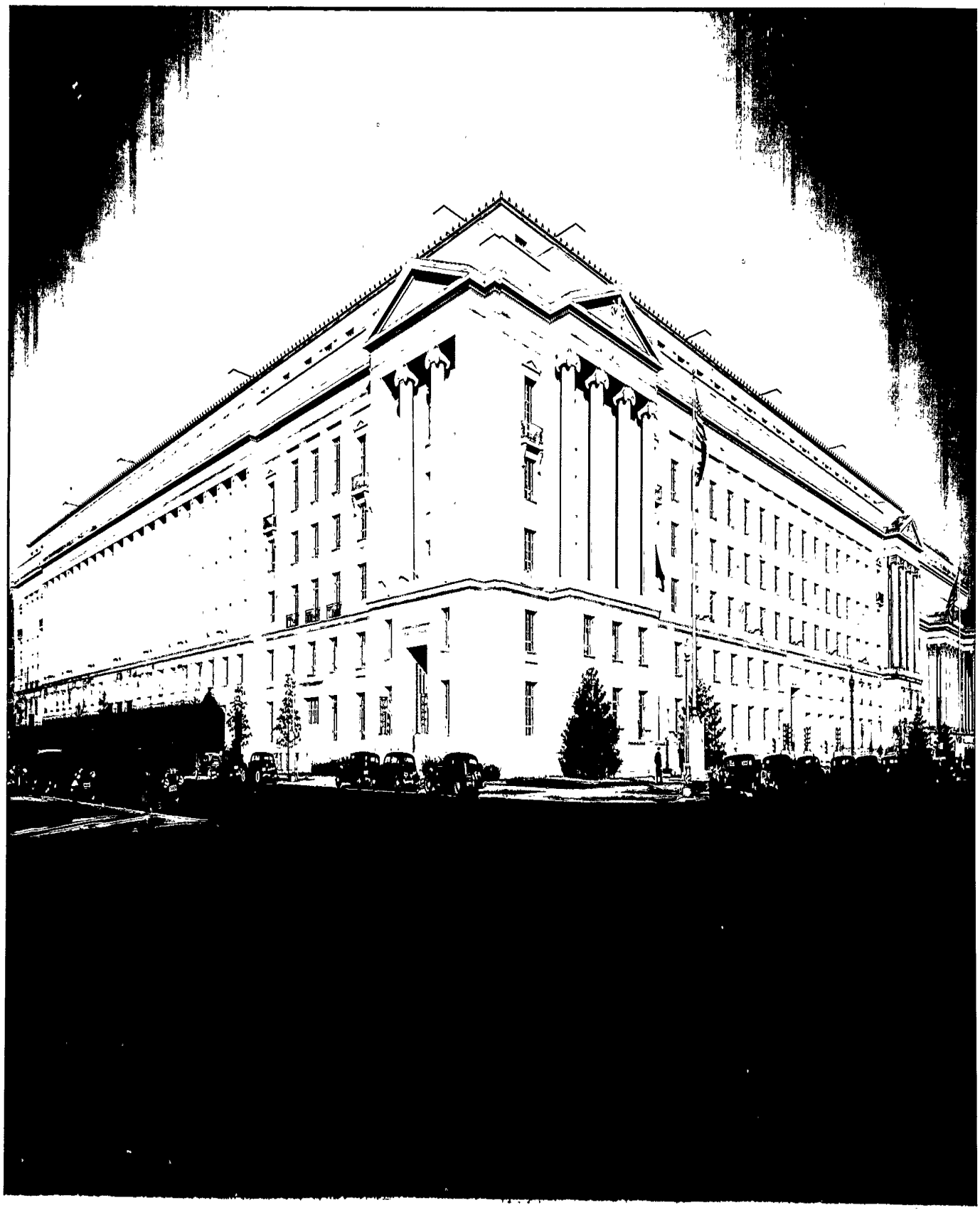
2 Books



FBI—8—12

A PORTION OF THE FINGERPRINT FILES SECTION OF THE IDENTIFICATION DIVISION, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WHERE THE FINGER IMPRESSIONS OF CRIMINALS ARE CLASSIFIED AND COMPARED.

OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE



F. B. I. -3-8

GENERAL VIEW OF THE UNITED STATES DEPARTMENT OF JUSTICE BUILDING, WASHINGTON, D. C.

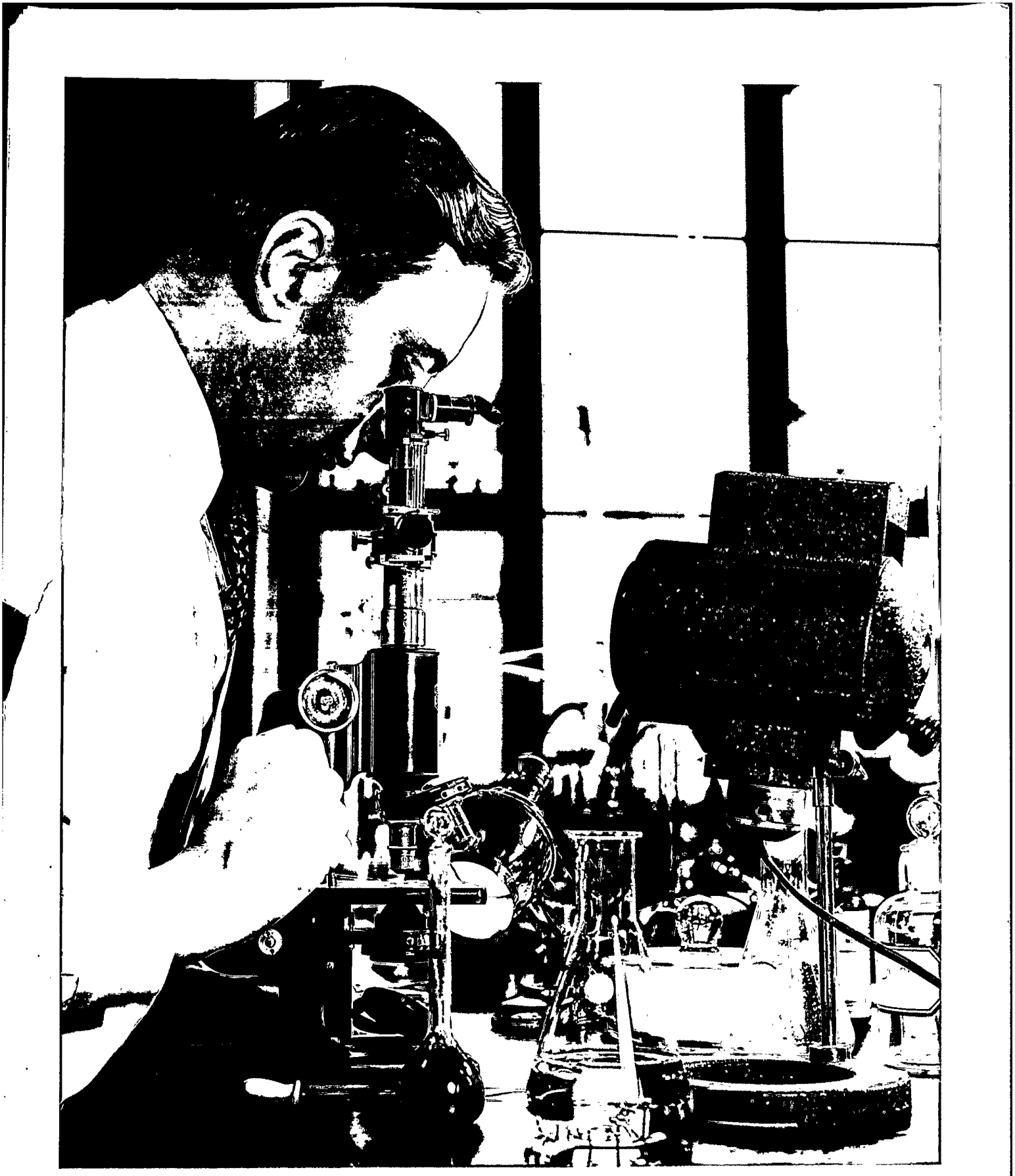
OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

# Federal Bureau of Investigation
# United States Department of Justice
## John Edgar Hoover, Director

## FIELD DIVISION DISTRICTS




| | | | | |
|---|---|---|---|---|
| HEADQUARTERS | (9) CINCINNATI | (18) KANSAS CITY | (27) NEW ORLEANS | (36) SALT LAKE CITY |
| (1) ABERDEEN | (10) CLEVELAND | (19) KNOXVILLE | (28) NEW YORK | (37) SAN ANTONIO |
| (2) ATLANTA | (11) DALLAS | (20) LITTLE ROCK | (29) OKLAHOMA CITY | (38) SAN FRANCISCO |
| (3) BIRMINGHAM | (12) DENVER | (21) LOS ANGELES | (30) OMAHA | (39) SEATTLE |
| (4) BOSTON | (13) DES MOINES | (22) LOUISVILLE | (31) PEORIA | (40) ST. LOUIS |
| (5) BUFFALO | (14) DETROIT | (23) MEMPHIS | (32) PHILADELPHIA | (41) ST. PAUL |
| (6) BUTTE | (15) EL PASO | (24) MIAMI | (33) PITTSBURGH | (42) WASHINGTON, D.C. |
| (7) CHARLOTTE | (16) HUNTINGTON | (25) MILWAUKEE | (34) PORTLAND | |
| (8) CHICAGO | (17) INDIANAPOLIS | (26) NEWARK | (35) RICHMOND | |

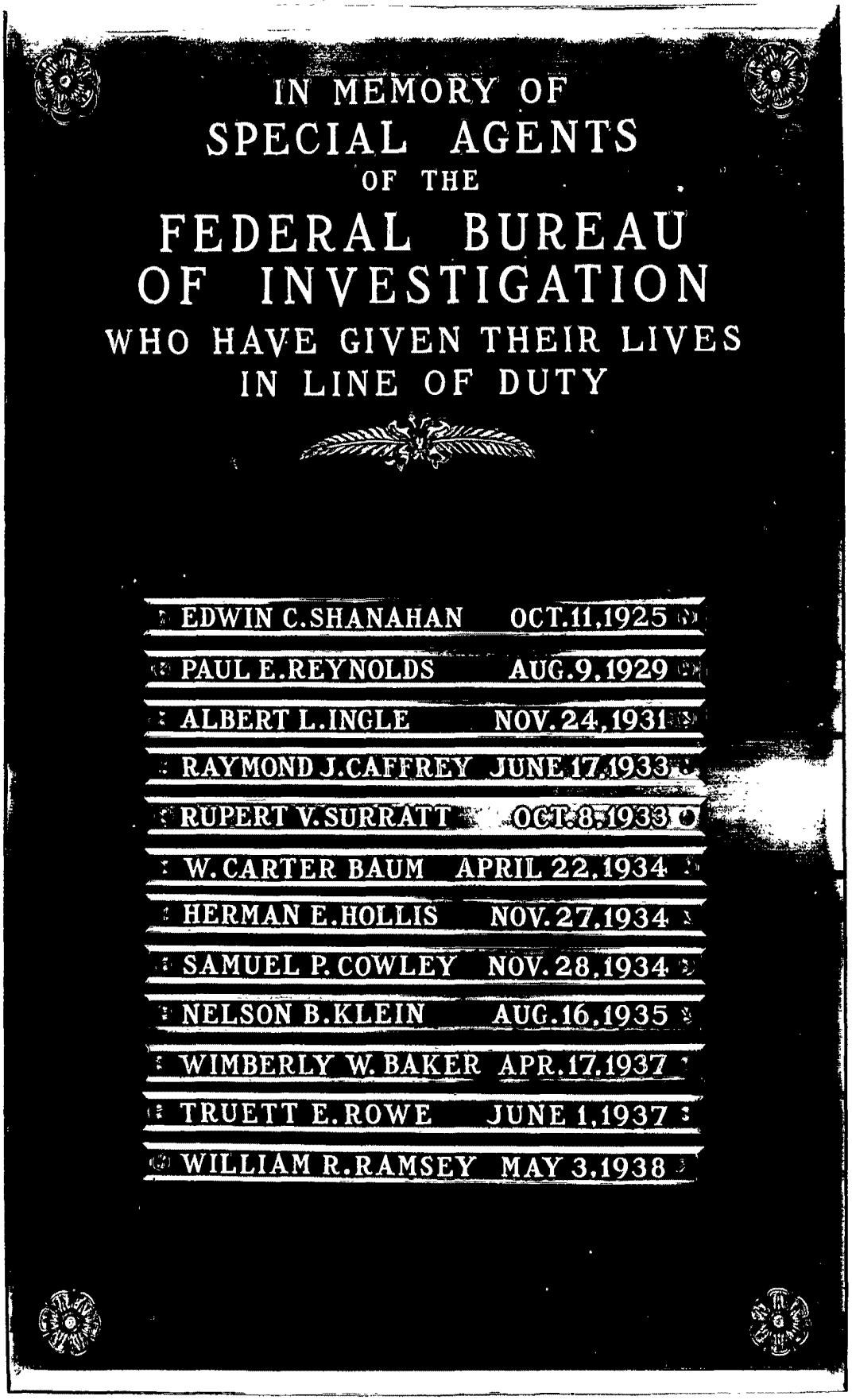


F.B.I.-5-57

MICROSPECTROSCOPIC EXAMINATION OF SUSPECTED BLOODSTAIN. TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

21




F. B. I. - 20-1

BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 8
Page 15 ~ Duplicate 62-HQ-21440 Ser 886
Page 16 ~ Duplicate 62-HQ-21440 Ser 886
Page 17 ~ Duplicate 62-HQ-21440 Ser 886
Page 18 ~ Duplicate 62-HQ-21440 Ser 886
Page 19 ~ Duplicate 62-HQ-21440 Ser 886
Page 25 ~ Duplicate 62-HQ-21440 Ser 886
Page 29 ~ Duplicate 62-HQ-21440 Ser 886
Page 30 ~ Duplicate 62-HQ-21440 Ser 730X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 981 - Section 1

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

## DESCRIPTION

Book

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 2
Page 4 ~ Duplicate 62-HQ-21440 Ser 886
Page 5 ~ Duplicate 62-HQ-21440 Ser 730X

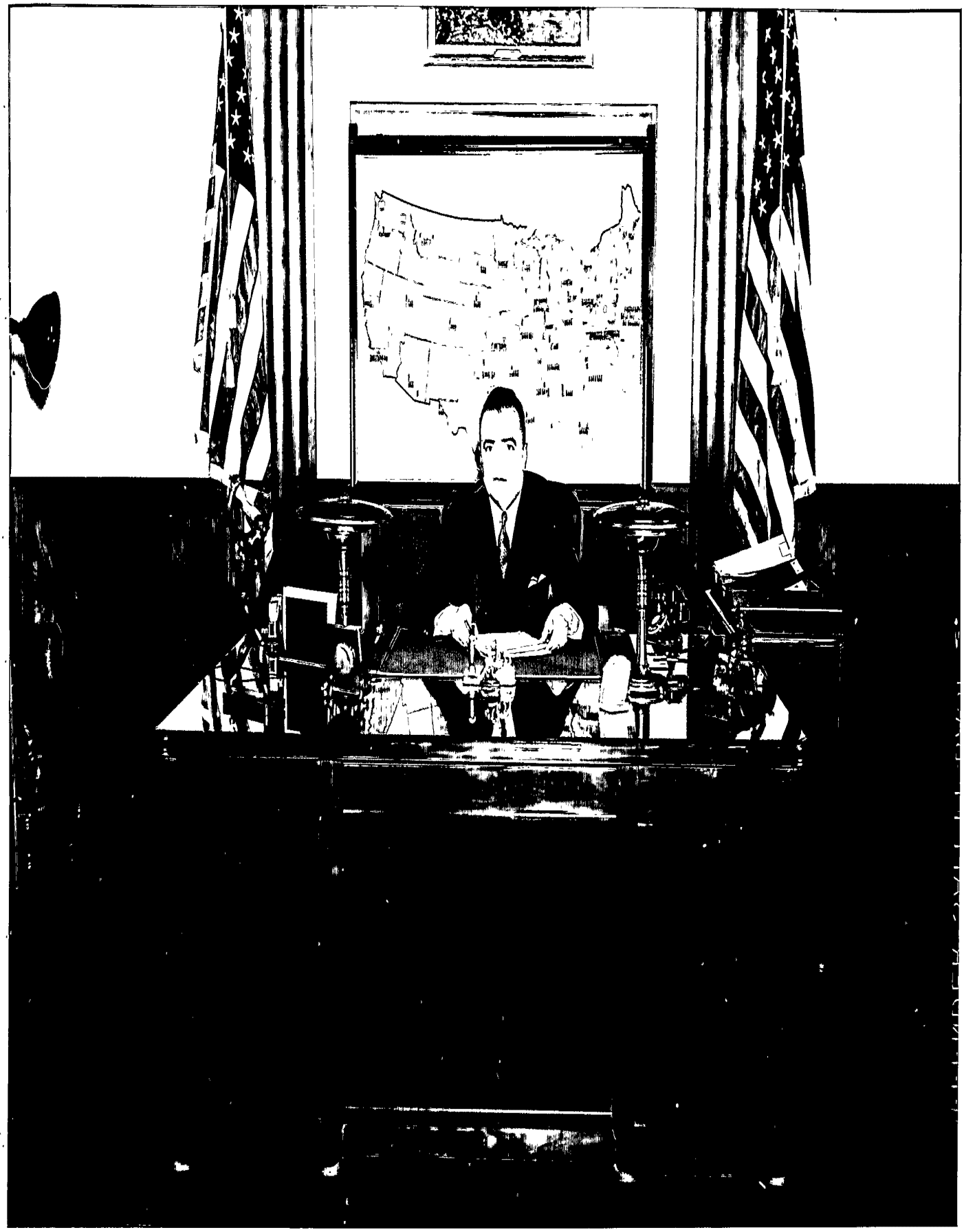
FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

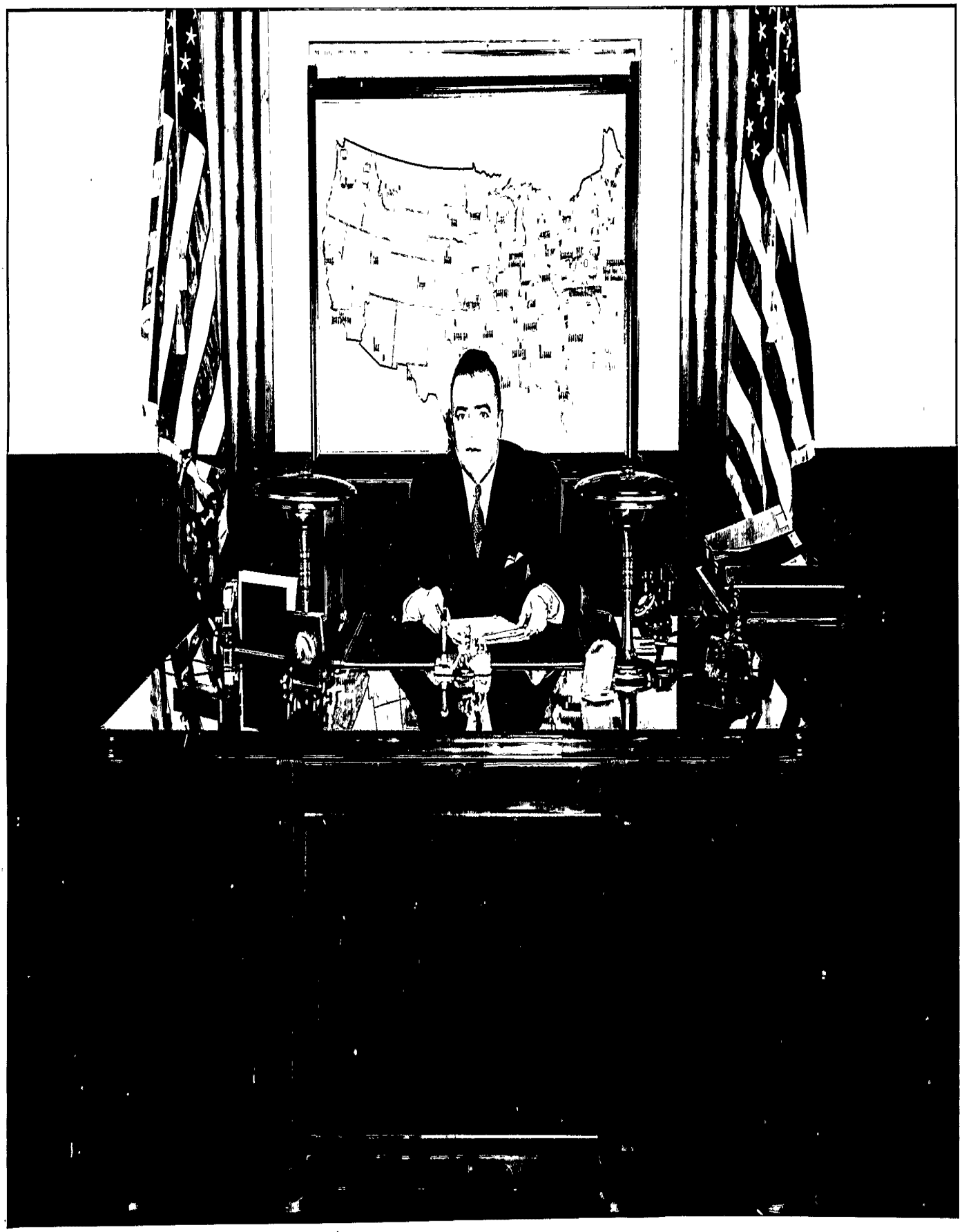
Enclosure Behind File (EBF)
EBF 1036X - Section 1

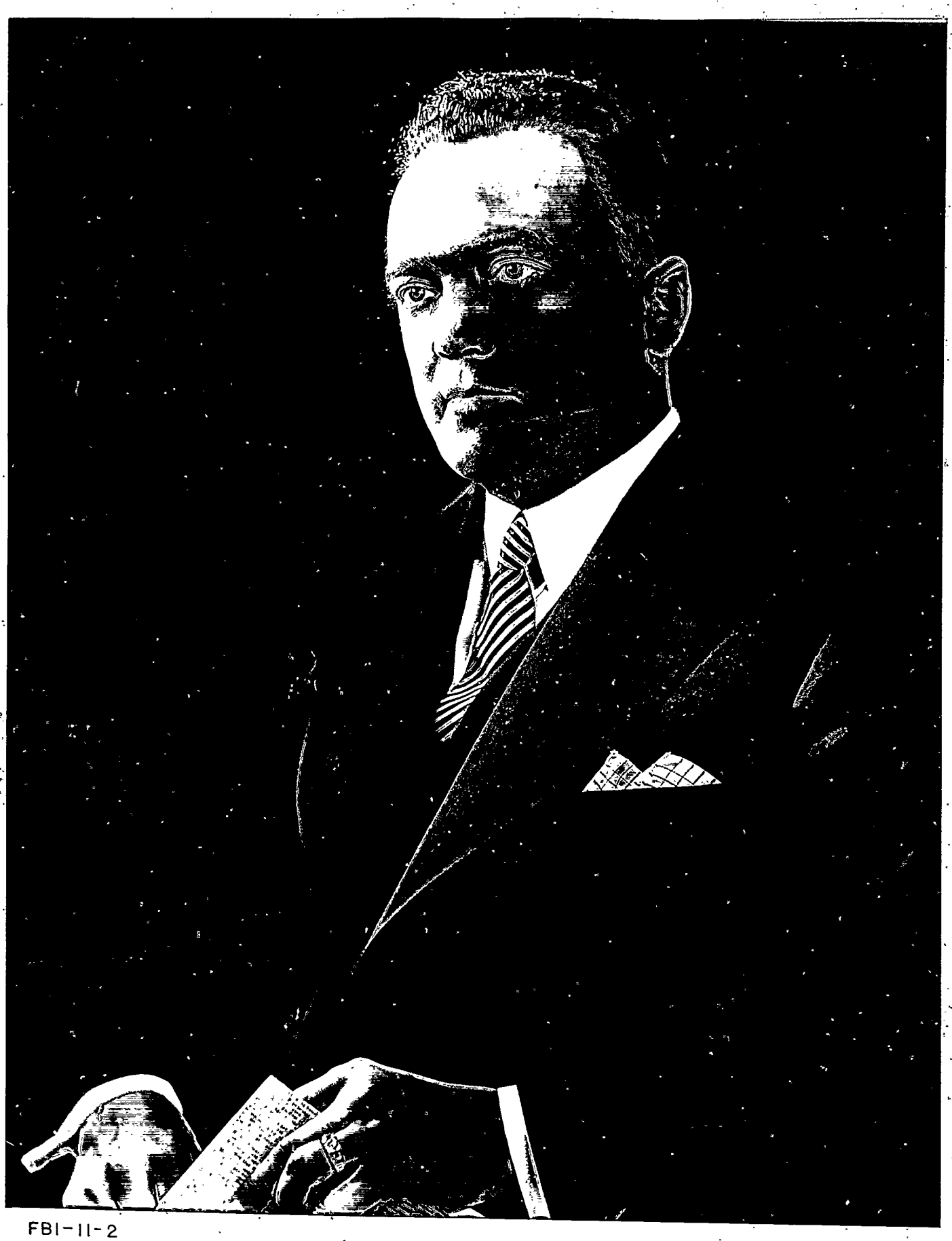


FBI - 11-3

JOHN EDGAR HOOVER, DIRECTOR, FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE, AT HIS DESK.







FBI-11-2

JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE.

# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

★ ★ ★ *John Edgar Hoover, Director* ★ ★ ★

## FIELD DIVISION DISTRICTS




| | | | | |
|---|---|---|---|---|
| ⑩ HEADQUARTERS | ⑨ CINCINNATI | ⑱ KANSAS CITY | ㉗ NEW ORLEANS | ㊱ SAN ANTONIO |
| ① ABERDEEN | ⑩ CLEVELAND | ⑲ KNOXVILLE | ㉘ NEW YORK | ㊲ SAN FRANCISCO |
| ② ATLANTA | ⑪ DALLAS | ⑳ LITTLE ROCK | ㉙ OKLAHOMA CITY | ㊳ SEATTLE |
| ③ BIRMINGHAM | ⑫ DENVER | ㉑ LOS ANGELES | ㉚ OMAHA | ㊴ SPRINGFIELD |
| ④ BOSTON | ⑬ DES MOINES | ㉒ LOUISVILLE | ㉛ PHILADELPHIA | ㊵ ST. LOUIS |
| ⑤ BUFFALO | ⑭ DETROIT | ㉓ MEMPHIS | ㉜ PITTSBURGH | ㊶ ST. PAUL |
| ⑥ BUTTE | ⑮ EL PASO | ㉔ MIAMI | ㉝ PORTLAND | ㊷ WASHINGTON, D.C. |
| ⑦ CHARLOTTE | ⑯ HUNTINGTON | ㉕ MILWAUKEE | ㉞ RICHMOND | |
| ⑧ CHICAGO | ⑰ INDIANAPOLIS | ㉖ NEWARK | ㉟ SALT LAKE CITY | |

NDV:BR July 29, 1939

MEMORANDUM FOR MR. NICHOLS

Attached is the booklet "The Federal Bureau of Investigation" revised as of June 30, 1939.

On pages 3 and 4 appear the map showing the locations of the Field Division Districts and the list of the Bureau Offices respectively. This will have to be reprinted to include Alaska, Hawaii and Puerto Rico, but inasmuch as the names of the buildings and the office phone numbers for these three last mentioned offices will not be available until the Special Agents in Charge thereof arrive in their Divisions, it will probably be several weeks before these corrections can be made.

Respectfully,

N. D. Valentine

Mr. Tolson
Mr. Nathan
Mr. E. A. Tam
Mr. Clegg
Mr. Coffey
Mr. Egan
Mr. Glavin
Mr. Crowl
Mr. Harbo
Mr. Lester
Mr. Lawler
Mr. Nichols
Mr. Rosen
Mr. Sears
Mr. Quinn
Mr. Tracy
Miss Gandy

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

## DESCRIPTION

Booklet

# FEDERAL BUREAU OF INVESTIGATION

## UNITED STATES DEPARTMENT OF JUSTICE

August 1 1939

~~APRIL 15, 1939~~

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies, local, state and international.

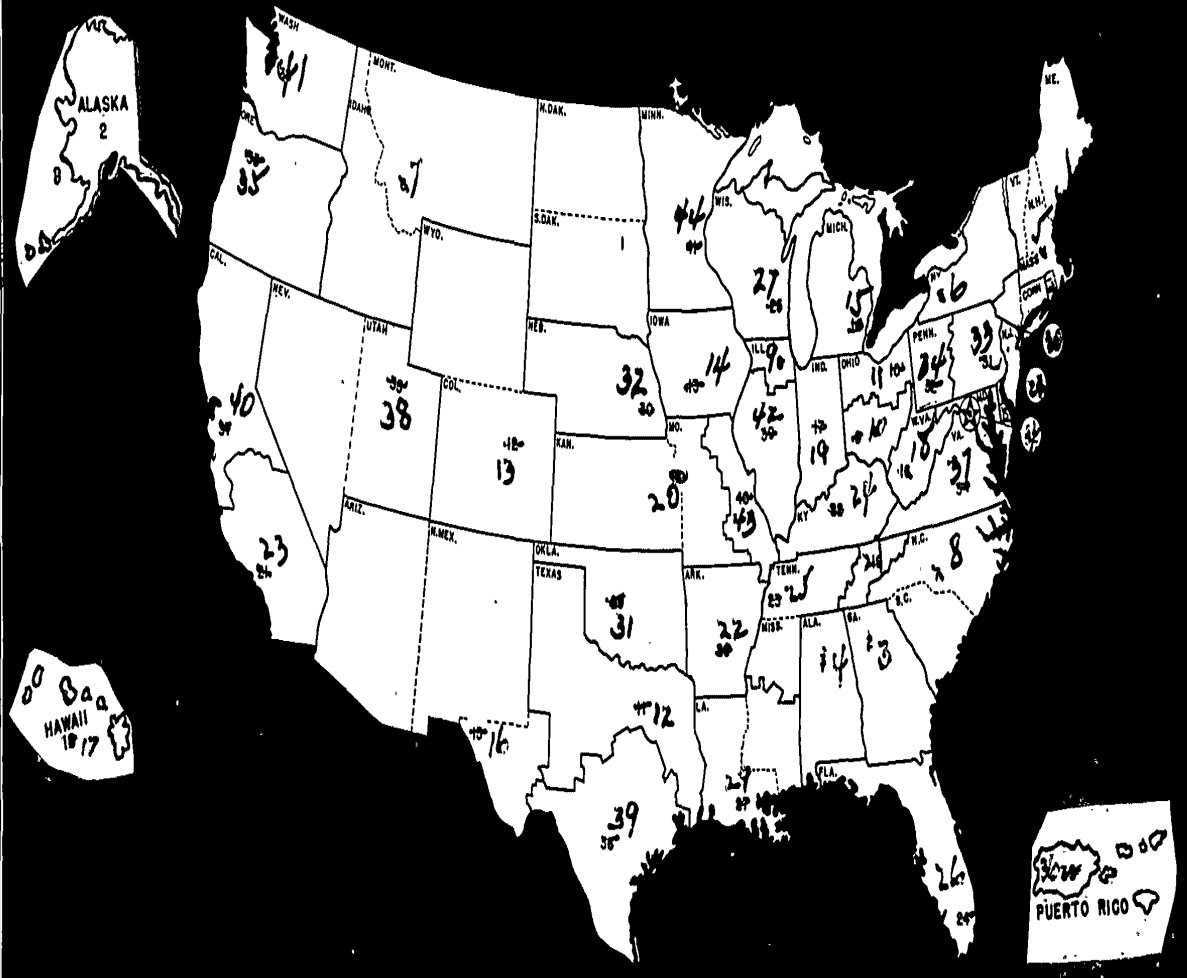
Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute, and the Federal Extortion Act.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction forty-two field divisions strategically located in forty-two key cities throughout the United States. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

# FIELD DIVISION DISTRICTS




| | | | | |
|---|---|---|---|---|
| ⓗ HEADQUARTERS | ⑯ CINCINNATI | ㉘ KANSAS CITY | ㊶ NEW ORLEANS | ㊾ SAN ANTONIO |
| ① ABERDEEN | ⑰ CLEVELAND | ㉙ KNOXVILLE | ㊷ NEW YORK | ㊿ SAN FRANCISCO |
| ② ATLANTA | ⑱ DALLAS | ㉚ LITTLE ROCK | ㊸ OKLAHOMA CITY | ㊿① SEATTLE |
| ③ BIRMINGHAM | ⑲ DENVER | ㉛ LOS ANGELES | ㊹ OMAHA | ㊿② SPRINGFIELD |
| ④ BOSTON | ⑳ DES MOINES | ㉜ LOUISVILLE | ㊺ PHILADELPHIA | ㊿③ ST. LOUIS |
| ⑤ BUFFALO | ㉑ DETROIT | ㉝ MEMPHIS | ㊻ PITTSBURGH | ㊿④ ST. PAUL |
| ⑥ BUTTE | ㉒ EL PASO | ㉞ MIAMI | ㊼ PORTLAND | ㊿⑤ WASHINGTON, D.C. |
| ⑦ CHARLOTTE | ㉓ HUNTINGTON | ㉟ MILWAUKEE | ㊽ RICHMOND | |
| ⑧ CHICAGO | ㉔ INDIANAPOLIS | ㊱ NEWARK | ㊾ SALT LAKE CITY | |

# FIELD DIVISION DISTRICTS



| | | | | |
|---|---|---|---|---|
| (42) HEADQUARTERS | (9) CINCINNATI | (18) KANSAS CITY | (27) NEW ORLEANS | (36) SALT LAKE CITY |
| (1) ABERDEEN | (10) CLEVELAND | (19) KNOXVILLE | (28) NEW YORK | (37) SAN ANTONIO |
| (2) ATLANTA | (11) DALLAS | (20) LITTLE ROCK | (29) OKLAHOMA CITY | (38) SAN FRANCISCO |
| (3) BIRMINGHAM | (12) DENVER | (21) LOS ANGELES | (30) OMAHA | (39) SEATTLE |
| (4) BOSTON | (13) DES MOINES | (22) LOUISVILLE | (31) PEORIA | (40) ST. LOUIS |
| (5) BUFFALO | (14) DETROIT | (23) MEMPHIS | (32) PHILADELPHIA | (41) ST. PAUL |
| (6) BUTTE | (15) EL PASO | (24) MIAMI | (33) PITTSBURGH | (42) WASHINGTON, D.C. |
| (7) CHARLOTTE | (16) HUNTINGTON | (25) MILWAUKEE | (34) PORTLAND | |
| (8) CHICAGO | (17) INDIANAPOLIS | (26) NEWARK | (35) RICHMOND | |

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Aberdeen, S. D. | 310 Federal | 4652 |
| 2 Atlanta, Ga. | 501 Healey → 515 Federal and Territorial | 618 Walnut 3698 |
| 3 Birmingham, Ala. | 320 Federal | 4-1877 |
| 4 Boston, Mass. | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 5 Buffalo, N. Y. | 400 U. S. Court House | Cleveland 2030 |
| 6 Butte, Montana | 302 Federal | 2-4734 |
| 7 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 8 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 9 Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 10 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 11 Dallas, Texas | 1206 Tower Petroleum | 2-9086 |
| 12 Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 13 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 14 Detroit, Mich. | 911 Federal | Cadillac 2835 |
| 15 El Paso, Texas | 202 U. S. Court House → Federal | Main 501 → 313 Fed. Bldg. 4621 |
| 16 Huntington, W. Va. | 700 West Virginia | 8928 |
| 17 Indianapolis, Ind. | 323 Federal | Riley 5416 |
| 18 Kansas City, Mo. | 1612 Federal Reserve Bank | Victor 3113 |
| 19 Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 20 Little Rock, Ark. | 500 Rector | 6734 |
| 21 Los Angeles, Calif. | 810 South Spring, Room 603 | Mutual 3277 |
| 22 Louisville, Ky. | 633 Federal | Jackson 5139 |
| 23 Memphis, Tenn. | 2401 Sterick | 8-4236 |
| 24 Miami, Florida | 1300 Biscayne | 3-5558 |
| 25 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 26 Newark, N. J. | 936 Raymond-Commerce | Market 2-5511 |
| 27 New Orleans, La. | 1308 Masonic Temple | Raymond 9354 |
| 28 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 29 Oklahoma City, Okla. | 940 First National | 2-8186 |
| 30 Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| ~~31 Peoria, Ill.~~ | ~~300 Commercial Merchants Nat'l Bank & Trust Co.~~ | ~~4-5800~~ |
| 32 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 33 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 34 Portland, Ore. | 411 U. S. Court House → Federal | Atwater 6171 |
| 35 Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 36 Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 37 San Antonio, Texas | 478 Federal | Fannin 8052 |
| 38 San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 39 Seattle, Washington | 800 Joseph Vance | Main-0460 |
| 40 St. Louis, Mo. | 423 U. S. Court House & Custom House | Garfield 0360 (2120)* |
| 41 St. Paul, Minn. | 404 New York | Garfield 7509 |
| 42 Washington, D. C. | 2266 United States Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.
The teletypewriter number for each Field Division including the Bureau at Washington is 0711 except the New York City Division which is 1-0711.

~~42 Springfield, Illinois 1107 Illinois — Main 2226~~

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

Bureau Headquarters

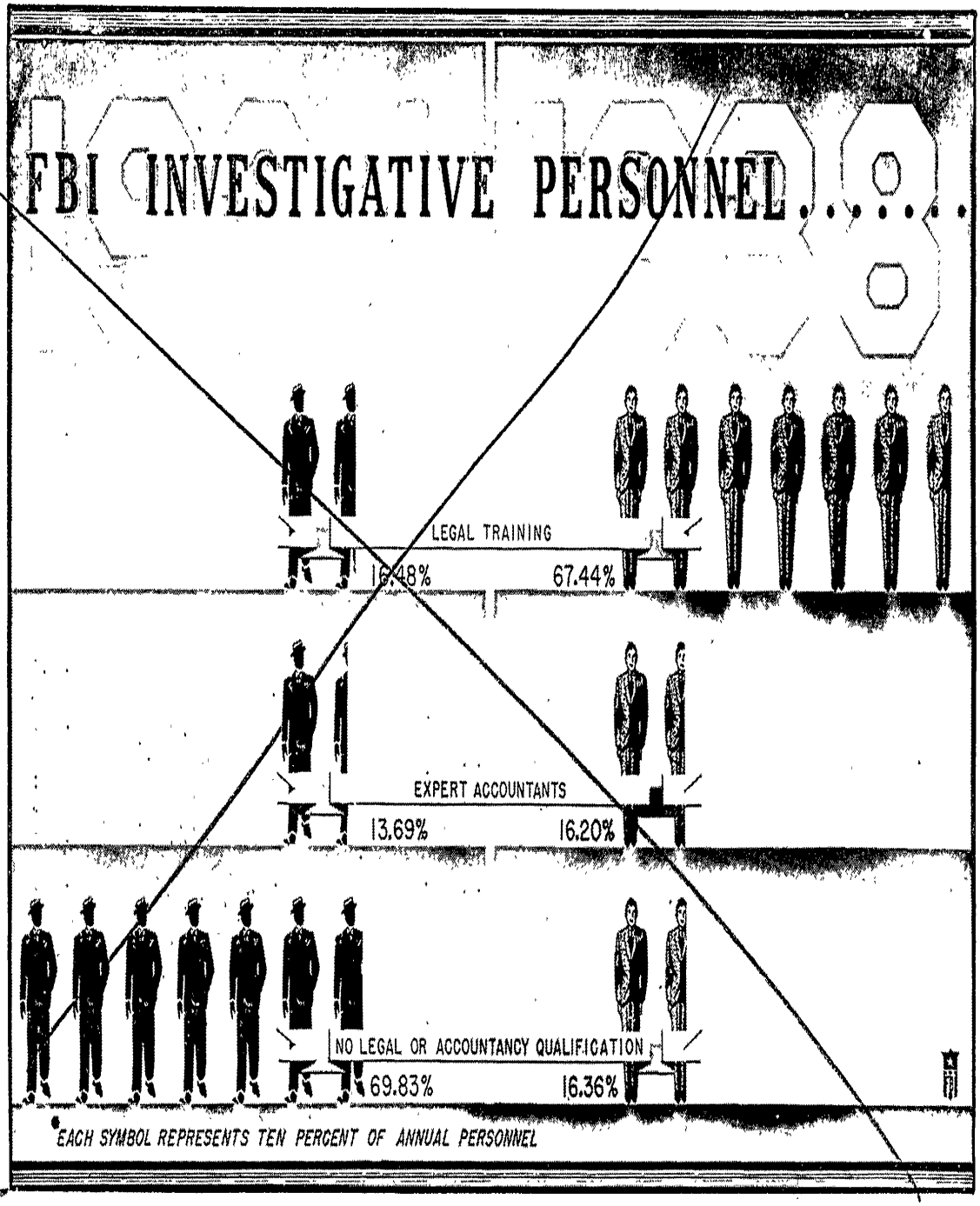
Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training schools for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools who have been admitted to the bar and had at least two years of legal or business experience, or graduates of recognized accounting schools who have had at least three years of practical commercial accounting or auditing experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

Approximately 85 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.


FBI INVESTIGATIVE PERSONNEL
LEGAL TRAINING
16.48%
67.44%
EXPERT ACCOUNTANTS
13.69%
16.20%
NO LEGAL OR ACCOUNTANCY QUALIFICATION
69.83%
16.36%
EACH SYMBOL REPRESENTS TEN PERCENT OF ANNUAL PERSONNEL

Retraining

Experienced Agents are returned to Washington for inservice training purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property
Espionage
Extortion Cases
Federal Anti-Racketeering Statute

country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or oral message, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of your nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On July 1, 1939, there was a total of 10,771,163 fingerprint records and 12,026,576 index cards in the Bureau's archives. Approximately 5,500 fingerprint records are being received in the Identification Division daily from 10,528 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

The FBI Law Enforcement Bulletin

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## CRIME STATISTICS

More than 2,600 police departments throughout the United States, representing a population area of over 67,500,000, make monthly and annual reports to the Bureau. In addition, reports are received from more than 1,600 sheriff's offices, state police organizations, and agencies in possessions of the United States. The total number of participating law enforcement agencies is approximately 4,200, and they forward reports concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. This information, together with data compiled from the fingerprint cards received in the Bureau, makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a publication known as "Uniform Crime Reports," which is sent to law enforcement officials and other interested individuals and agencies.

FBI National Police Academy

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

ACCOMPLISHMENTS

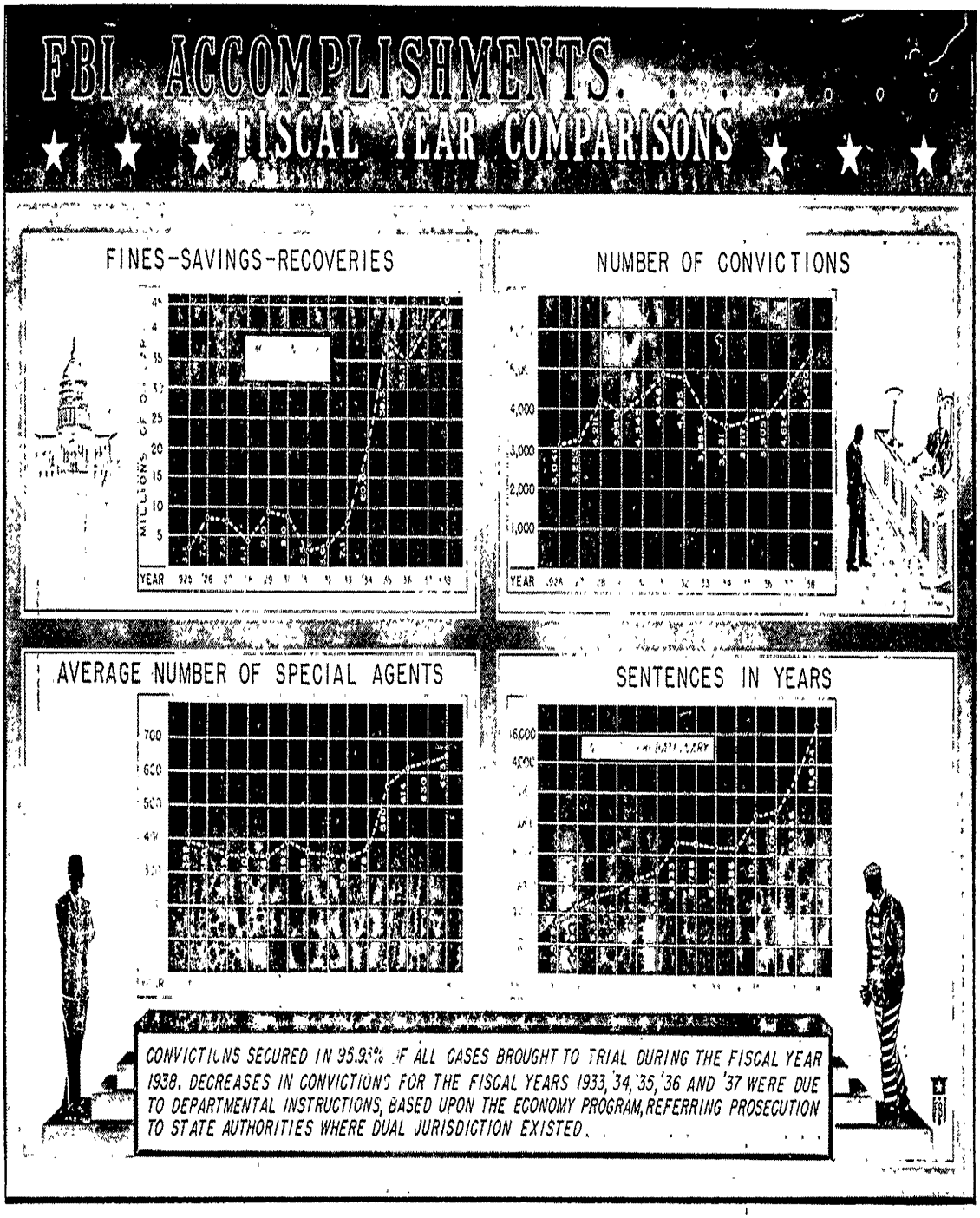
In the past fifteen years a total of $ 52,370,222.08 was appropriated for the operation of the FBI, while savings, fines and recoveries resulting from the investigative activities of the FBI totaled $251,855,353.35. This does not include the value of the many cooperative facilities to American law enforcement agencies which are rendered free of charge. Some of the Bureau's ~~other~~ accomplishments during the fiscal year ended June 30, 1939 were:

Convictions in 96% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 16,948 years, in addition to 12 life sentences.

Location of 1,890 Federal fugitives from justice.

The assistance, through the Identification Division, to various law enforcement officials in locating 7,933 fugitives.


FBI ACCOMPLISHMENTS
FISCAL YEAR COMPARISONS
FINES-SAVINGS-RECOVERIES
MILLIONS OF DOLLARS
YEAR
NUMBER OF CONVICTIONS
4,000
3,000
2,000
1,000
YEAR
AVERAGE NUMBER OF SPECIAL AGENTS
700
600
SENTENCES IN YEARS
6,000
CONVICTIONS SECURED IN 95.9% OF ALL CASES BROUGHT TO TRIAL DURING THE FISCAL YEAR 1938. DECREASES IN CONVICTIONS FOR THE FISCAL YEARS 1933, '34, '35, '36 AND '37 WERE DUE TO DEPARTMENTAL INSTRUCTIONS, BASED UPON THE ECONOMY PROGRAM, REFERRING PROSECUTION TO STATE AUTHORITIES WHERE DUAL JURISDICTION EXISTED.

Bring plaque
and go here 2.2.2.
to plot circuit 2.2.2.

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 18
Page 10 ~ Duplicate 62-HQ-21440 Ser 886
Page 11 ~ Duplicate 62-HQ-21440 Ser 730X
Page 14 ~ Duplicate 62-HQ-21440 Ser 1047
Page 15 ~ Duplicate 62-HQ-21440 Ser 1047
Page 16 ~ Duplicate 62-HQ-21440 Ser 1047
Page 17 ~ Duplicate 62-HQ-21440 Ser 1047
Page 23 ~ Duplicate 62-HQ-21440 Ser 1047
Page 24 ~ Duplicate 62-HQ-21440 Ser 1047
Page 27 ~ Duplicate 62-HQ-21440 Ser 1047
Page 28 ~ Duplicate 62-HQ-21440 Ser 1047
Page 30 ~ Duplicate 62-HQ-21440 Ser 1047
Page 31 ~ Duplicate 62-HQ-21440 Ser 1047
Page 32 ~ Duplicate 62-HQ-21440 Ser 1047
Page 34 ~ Duplicate 62-HQ-21440 Ser 1047
Page 35 ~ Duplicate 62-HQ-21440 Ser 1047
Page 36 ~ Duplicate 62-HQ-21440 Ser 1047
Page 37 ~ Duplicate 62-HQ-21440 Ser 1047
Page 38 ~ Duplicate 62-HQ-21440 Ser 1047

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1039X - Section 1

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

**DESCRIPTION**

Booklet

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 2
Page 4 ~ Duplicate 62-HQ-21440 Ser 886
Page 5 ~ Duplicate 62-HQ-21440 Ser 730X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1078 - Section 1

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

~~DECEMBER 1~~ May 1, 1940, 1939

## Introduction

This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

The outline of the investigative jurisdiction, Identification Division, Technical Laboratory, uniform crime reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, it is hoped will be retained for future reference and guidance.

Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on page 4.

J. Edgar Hoover

Director

# THE FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

---

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. To be eligible for appointment, applicants had to be graduates of recognized law schools or expert accountants. The second was the creation of the FBI Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies - local, state and international.

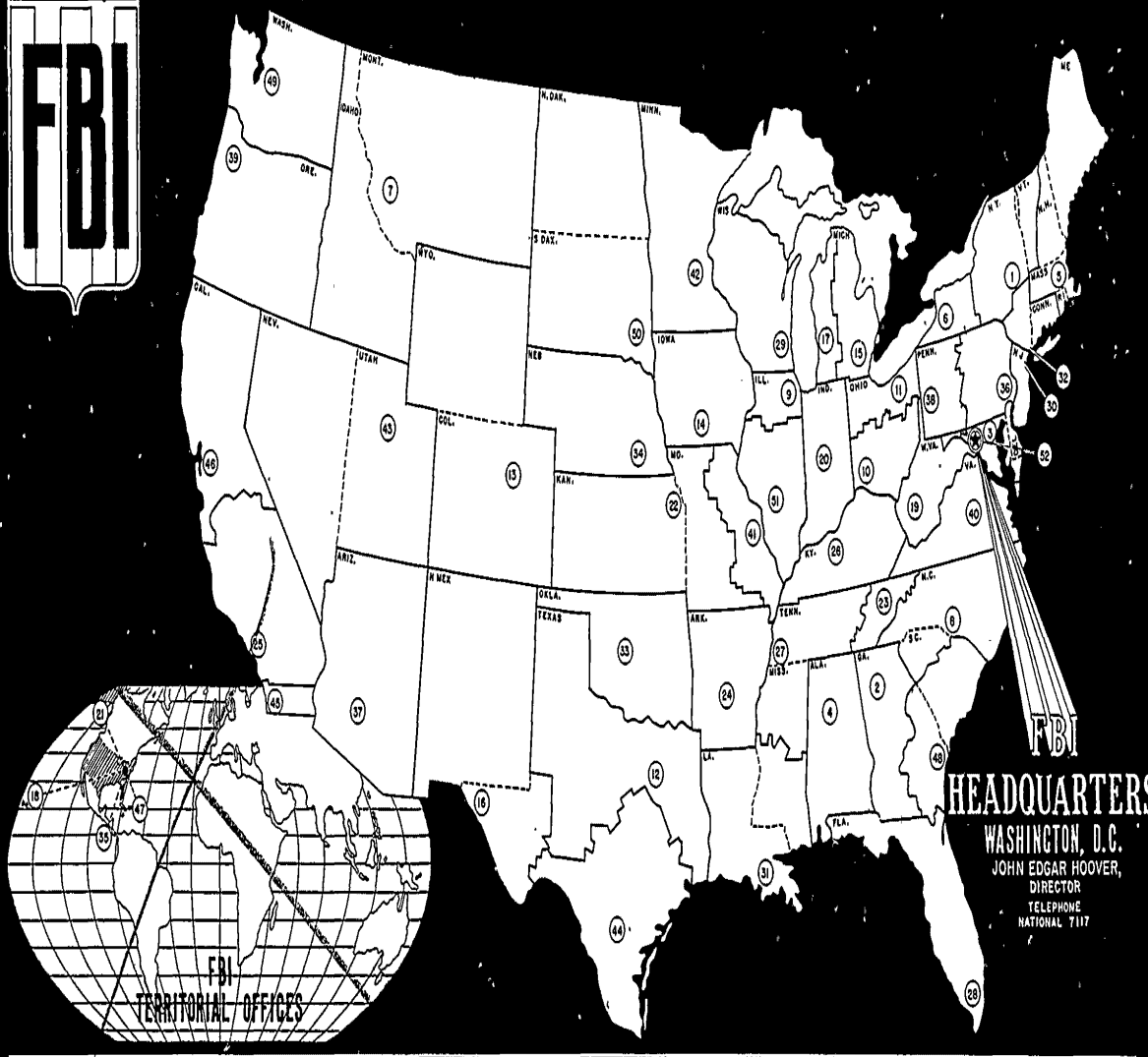
Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute; and the Federal Extortion Act.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction fifty ~~one~~ field divisions strategically located in fifty ~~two~~ key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

# FIELD DIVISION DISTRICTS




| | | | | | |
|---|---|---|---|---|---|
| (HQ) FBI HEADQUARTERS | (9) CHICAGO | (26) HONOLULU, T.H. | (27) MEMPHIS | (56) PHILADELPHIA | (45) SAN DIEGO |
| (1) ALBANY | (10) CINCINNATI | (29) HUNTINGTON | (28) MIAMI | (57) PHOENIX | (46) SAN FRANCISCO |
| (2) ATLANTA | (11) CLEVELAND | (23) INDIANAPOLIS | (29) MILWAUKEE | (58) PITTSBURGH | (47) SAN JUAN, P.R. |
| (3) BALTIMORE | (12) DALLAS | (49) JUNEAU, ALASKA | (30) NEWARK | (59) PORTLAND | (48) SAVANNAH |
| (4) BIRMINGHAM | (13) DENVER | (50) KANSAS CITY | (31) NEW ORLEANS | (60) RICHMOND | (49) SEATTLE |
| (5) BOSTON | (14) DES MOINES | (51) KNOXVILLE | (32) NEW YORK | (61) ST. LOUIS | (50) SIOUX FALLS |
| (6) BUFFALO | (15) DETROIT | (24) LITTLE ROCK | (33) OKLAHOMA CITY | (62) ST. PAUL | (51) SPRINGFIELD |
| (7) BUTTE | (16) EL PASO | (25) LOS ANGELES | (34) OMAHA | (63) SALT LAKE CITY | (52) WASHINGTON, D.C. |
| (8) CHARLOTTE | (17) GRAND RAPIDS | (52) LOUISVILLE | (35) PANAMA CANAL ZONE | (64) SAN ANTONIO | |

| OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Albany, New York | 707 National Savings Bank | |
| 2 Atlanta, Ga. | 501 Healey | Walnut 3698 |
| 3 Baltimore, Md. | 800 Court Square | |
| 4 Birmingham, Ala. | 320 Federal | 4-1877 |
| 5 Boston, Mass. | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 6 Buffalo, N. Y. | 400 U. S. Court House | Cleveland 2030 |
| 7 Butte, Montana | 302 Federal | 2-4734 |
| 8 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 9 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 10 Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 11 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 12 Dallas, Texas | 1206 Tower Petroleum | 2-9086 |
| 13 Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 14 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 15 Detroit, Mich. | 911 Federal | Cadillac 2832 |
| 16 El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 17 Grand Rapids, Mich. | 715 Grand Rapids National Bank | 6-5337 |
| 18 Honolulu, Hawaii | 302 Dillingham | 4621 |
| 19 Huntington, W. Va. | 700 West Virginia | 8928 |
| 20 Indianapolis, Ind. | 323 Federal | Riley 5416 |
| 21 Juneau, Alaska | 515 Federal and Territorial | 618 |
| 22 Kansas City, Mo. | 707 U. S. Court House | Victor 3113 |
| 23 Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 24 Little Rock, Ark. | 500 Rector | 6734 |
| 25 Los Angeles, Calif. | 810 South Spring, Room 603 | Mutual 3277 |
| 26 Louisville, Ky. | 633 Federal | Jackson 5139 |
| 27 Memphis, Tenn. | 2401 Sterick | 8-4236 |
| 28 Miami, Florida | 1300 Biscayne | 3-5558 |
| 29 Milwaukee, Wis. | 1021 Bankers' | Daly 3431 |
| 30 Newark, N. J. | 936 Raymond-Commerce | Market 2-5511 |
| 31 New Orleans, La. | 1308 Masonic Temple | Raymond 9354 |
| 32 New York, N. Y. | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 33 Oklahoma City, Okla. | 940 First National | 2-8186 |
| 34 Omaha, Nebr. | 629 First National Bank | Atlantic 8644 |
| 35 Panama Canal Zone | Balboa Heights | 2-2643 |
| 36 Philadelphia, Pa. | 1300 Liberty Trust | Locust 0880 |
| 37 Phoenix, Arizona | 307 W. C. Ellis | 4-5766 |
| 38 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 39 Portland, Ore. | 411 U. S. Court House | Atwater 6171 |
| 40 Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 41 St. Louis, Mo. | 423 U. S. Court House & Custom House | Garfield 0360 (2120)* |
| 42 St. Paul, Minn. | 404 New York | Garfield 7509 |
| 43 Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 44 San Antonio, Texas | 478 Federal | Fannin 8052 |
| 45 San Diego, Calif. | 728 San Diego Trust & Savings | Main 3044 |
| 46 San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 47 San Juan, Puerto Rico | 606 Banco Popular | San Juan 962 |
| 48 Savannah, Georgia | 305 Realty | |
| 49 Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 50 Sioux Falls, S. D. | 400 Northwest Security National Bank | 2885 |
| 51 Springfield, Illinois | 1107 Illinois | 7923 |
| 52 Washington, D. C. | 2266 United States Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays

The telephone number for the Bureau at Washington, D. C. is NATIONAL 5303.

The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools who have been admitted to the bar and had at least two years of legal or business experience, or graduates of recognized accounting schools who have had at least three years of practical commercial accounting or auditing experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

Approximately 85 per cent of the Special Agents of the Federal Bureau of Investigation have had legal training or were expert accountants before entering the Bureau.

~~University degrees are held by approximately 80 per cent of the Bureau's Special Agents.~~ A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 112 vocations in the fields of Science, Education, Industry and Business.

Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training academy purposes. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training academy curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

Federal Kidnaping Act
Federal Reserve Bank Act
Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or
Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of
Federal Reserve System, and Insured Banks
of the Federal Deposit Insurance Corporation
Sabotage
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or con-

country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) containing any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or orally, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of our nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, and constitutes the largest and most complete collection of current value in existence.

On ~~December~~ May 1, 1940, there was a total of over ~~11,700~~ 12,600,000 fingerprint records and ~~12,300~~ 13,300,000 index cards in the Bureau's archives. Approximately 9,600 fingerprint records are being received in the Identification Division daily from nearly 11,000 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The exchange of fingerprints is now carried on with 89 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

## THE FBI LAW ENFORCEMENT BULLETIN

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## UNIFORM CRIME REPORTING

More than 2,600 police departments throughout the United States, representing a population area of over 67,900,000, make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than 1,600 sheriffs' offices, State police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately 4,300, and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies.

22 down

## FBI NATIONAL POLICE ACADEMY

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

In the past fifteen years a total of $52,370,222.08 was appropriated for the operation of the FBI, while savings, fines and recoveries resulting from the investigative activities of the FBI totaled $251,855,353.35. This does not include the value of the many cooperative facilities to American law enforcement agencies which are rendered free of charge. Some of the Bureau's accomplishments during the fiscal year which ended June 30, 1939, were:

Convictions in 96% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 16,948 years, in addition to 12 life sentences.

Location of 1,890 Federal fugitives from justice.

The assistance through the Identification Division, to various law enforcement officials in locating 7,933 fugitives.

| | OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|---|
| 1. | Albany, New York | 707 National Savings Bank | 5-4595 |
| 2. | Atlanta, Georgia | 501 Healey | Walnut 3698 |
| 3. | Baltimore, Maryland | 800 Court Square | Plaza 6776 |
| 4. | Birmingham, Alabama | 320 Federal | 4-1877 |
| 5. | Boston, Massachusetts | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 6. | Buffalo, New York | 400 U. S. Court House | Cleveland 2030 |
| 7. | Butte, Montana | 302 Federal | 2-4734 |
| 8. | Charlotte, North Carolina | 914 Johnston | 3-4127 |
| 9. | Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 10. | Cincinnati, Ohio | 1130 Enquirer | Cherry 7127 |
| 11. | Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 12. | Dallas Texas | 1200 Tower Petroleum | 2-9086 |
| 13. | Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 14. | Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 15. | Detroit, Michigan | 911 Federal | Cadillac 2832 |
| 16. | El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 17. | Grand Rapids, Michigan | 715 Grand Rapids National Bank | 6-5337 |
| 18. | Honolulu, Hawaii | 302 Dillingham | 4621 |
| 19. | Huntington, West Virginia | 700 West Virginia | 8928 |
| 20. | Indianapolis, Indiana | 323 Federal | Riley 5416 |
| 21. | Juneau, Alaska | 515 Federal and Territorial | 618 |
| 22. | Kansas City, Missouri | 707 U. S. Court House | Victor 3113 |
| 23. | Knoxville, Tennessee | 407 Hamilton National Bank | 3-7928 |
| 24. | Little Rock, Arkansas | 500 Rector | 6734 |
| 25. | Los Angeles, California | 527 U. S. Post Office and Court House | Michigan 0761 |
| 26. | Louisville, Kentucky | 633 Federal | Jackson 5139 |
| 27. | Memphis, Tennessee | 2401 Sterick | 8-4236 |
| 28. | Miami, Florida | 1300 Biscayne | 3-5558 |
| 29. | Milwaukee, Wisconsin | 1021 Bankers' | Daly 3431 |
| 30. | Newark, New Jersey | 936 Raymond-Commerce | Market 2-5511 |
| 31. | New Orleans, Louisiana | 1308 Masonic Temple | Raymond 9354 |
| 32. | New York, New York | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 33. | Oklahoma City, Oklahoma | 940 First National | 2-8186 |
| 34. | Omaha, Nebraska | 629 First National Bank | Atlantic 8644 |
| 35. | Philadelphia, Pennsylvania | ~~1300 Liberty Trust~~ 4060 U. S. Ct. House | ~~Locust 0880~~ Walnut 2-0880 |
| 36. | Phoenix, Arizona | 307 W. C. Ellis | 4-5766 |
| 37. | Pittsburgh, Pennsylvania | 620 New Federal | Grant 0800 |
| 38. | Portland, Oregon | 411 U. S. Court House | Atwater 6171 |
| 39. | Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 40. | St. Louis, Missouri | 423 U. S. Court House and Custom House | Garfield 0360(2120)* |
| 41. | St. Paul, Minnesota | 404 New York | Garfield 7509 |
| 42. | Salt Lake City, Utah | 301 Continental Bank | Wasatch 1797 |
| 43. | San Antonio, Texas, | 478 Federal | Fannin 8052 |
| 44. | San Diego, California | 728 San Diego Trust and Savings Bank | Main 3044 |
| 45. | San Francisco, California | One Eleven Sutter, Room 1729 | Exbrook 2679 |

(CONT'D)

| | OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|---|
| 46. | Savannah, Georgia | 305 Realty | 3-3054 |
| 47. | Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 48. | Sioux Falls, South Dakota | 400 N. W. Security National Bank | 2885 |
| 49. | Springfield, Illinois | 1107 Illinois | 7923 |
| 50. | Washington, D. C. | 2266 U.S. Department of Justice | National 5303 |

*Telephone number to be used for calls after 5 P.M., on Saturday Afternoons and Holidays.
The telephone number for the Bureau at Washington, D. C. is National 5303.
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711.



F.B.I.-1-13

PHYSICAL INSTRUCTOR, FEDERAL BUREAU OF INVESTIGATION, APPLYING JIU-JITSU HOLD.



FBI-1-21

HAMMERLOCK FROM A JIU JITSU WRIST HOLD. PHYSICAL INSTRUCTION, TRAINING SCHOOL, FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE.

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 18
Page 3 ~ Duplicate 62-HQ-21440 Ser 730x
Page 5 ~ Duplicate 62-HQ-21440 Ser 1036X
Page 7 ~ Duplicate 62-HQ-21440 Ser 1047
Page 13 ~ Duplicate 62-HQ-21440 Ser 1047
Page 15 ~ Duplicate 62-HQ-21440 Ser 1047
Page 16 ~ Duplicate 62-HQ-21440 Ser 1047
Page 18 ~ Duplicate 62-HQ-21440 Ser 1047
Page 20 ~ Duplicate 62-HQ-21440 Ser 1047
Page 21 ~ Duplicate 62-HQ-21440 Ser 1047
Page 22 ~ Duplicate 62-HQ-21440 Ser 1047
Page 24 ~ Duplicate 62-HQ-21440 Ser 1047
Page 25 ~ Duplicate 62-HQ-21440 Ser 1047
Page 27 ~ Duplicate 62-HQ-21440 Ser 1047
Page 28 ~ Duplicate 62-HQ-21440 Ser 1047
Page 31 ~ Duplicate 62-HQ-21440 Ser 1047
Page 32 ~ Duplicate 62-HQ-21440 Ser 1047
Page 36 ~ Duplicate 62-HQ-21440 Ser 730X
Page 37 ~ Duplicate 62-HQ-21440 Ser 730X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1107X - Section 1

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

NOVEMBER 1, 1940




JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION,
UNITED STATES DEPARTMENT OF JUSTICE.

## Introduction

This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

The outline of the investigative jurisdiction, Identification Division, Technical Laboratory, uniform crime reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, it is hoped will be retained for future reference and guidance.

Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on page 4. Any information relating to espionage, counter-espionage, sabotage, subversive activities and violations of the Neutrality Laws should be immediately reported to the nearest FBI office.

J. Edgar Hoover

Director

THE FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. To be eligible for appointment, applicants had to be graduates of recognized law schools or expert accountants. The second was the creation of the FBI Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies - local, state and international.

Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which has caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute; and the Federal Extortion Act.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction fifty field divisions strategically located in fifty key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies - local, state and international.

Recent legislation extended the authority of the Bureau to new fields. With the passage of these acts, the Bureau entered upon a phase of its history which caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or Otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute; and the Federal Extortion Act.

The National emergency has brought about another transition in the FBI. The duty of investigating espionage, sabotage, violations of the Neutrality Laws and other matters pertaining to the National Defense has been delegated to this Bureau. A program of surveying the protective facilities of manufacturing establishments having contracts to provide the Government with defense materials was inaugurated. The coordination of all law enforcement activity regarding matters of National Defense has also been the responsibility of the FBI.

also achieved.

## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction fifty-three field divisions strategically located in fifty-three key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

# FIELD DIVISION DISTRICTS




| | | | | | |
|---|---|---|---|---|---|
| ★ FBI HEADQUARTERS | (9) CHICAGO | (18) HONOLULU, T.H. | (27) LOUISVILLE | (36) OMAHA | (45) SAN ANTONIO |
| (1) ALBANY | (10) CINCINNATI | (19) HOUSTON | (28) MEMPHIS | (37) PHILADELPHIA | (46) SAN DIEGO |
| (2) ATLANTA | (11) CLEVELAND | (20) HUNTINGTON | (29) MIAMI | (38) PHOENIX | (47) SAN FRANCISCO |
| (3) BALTIMORE | (12) DALLAS | (21) INDIANAPOLIS | (30) MILWAUKEE | (39) PITTSBURGH | (48) SAN JUAN, P.R. |
| (4) BIRMINGHAM | (13) DENVER | (22) JUNEAU, ALASKA | (31) NEWARK | (40) PORTLAND | (49) SAVANNAH |
| (5) BOSTON | (14) DES MOINES | (23) KANSAS CITY | (32) NEW HAVEN | (41) RICHMOND | (50) SEATTLE |
| (6) BUFFALO | (15) DETROIT | (24) KNOXVILLE | (33) NEW ORLEANS | (42) ST. LOUIS | (51) SIOUX FALLS |
| (7) BUTTE | (16) EL PASO | (25) LITTLE ROCK | (34) NEW YORK | (43) ST. PAUL | (52) SPRINGFIELD |
| (8) CHARLOTTE | (17) GRAND RAPIDS | (26) LOS ANGELES | (35) OKLAHOMA CITY | (44) SALT LAKE CITY | (53) WASHINGTON, D.C. |

| | OFFICE | BUILDING | OFFICE PHONE |
|---|---|---|---|
| 1 | Albany, New York | 707 National Savings Bank | 5-4595 |
| 2 | Atlanta, Georgia | 501 Healey | Walnut 3698 |
| 3 | Baltimore, Maryland | 800 Court Square | Plaza 6776 |
| 4 | Birmingham, Alabama | 320 Federal | 4-1877 |
| 5 | Boston, Massachusetts | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 6 | Buffalo, New York | 400 U. S. Court House | Cleveland 2030 |
| 7 | Butte, Montana | 302 Federal | 2-2304 |
| 8 | Charlotte, N. C. | 914 Johnston | 3-4127 |
| 9 | Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 10 | Cincinnati, Ohio | 637 U. S. Post Office and Court House | Cherry 7127 |
| 11 | Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 12 | Dallas, Texas | 1200 Tower Petroleum | 2-9086 |
| 13 | Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 14 | Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 15 | Detroit, Michigan | 911 Federal | Cadillac 2832 |
| 16 | El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 17 | Grand Rapids, Michigan | 715 Grand Rapids National Bank | 6-5337 |
| 18 | Honolulu, Hawaii | 302 Dillingham | 4621 |
| 19 | Houston, Texas | 2706 Gulf | Capitol 9717 |
| 20 | Huntington, W. Va. | 700 West Virginia | 8928 |
| 21 | Indianapolis, Ind. | 323 Federal | Riley 5416 |
| 22 | Juneau, Alaska | 515 Federal and Territorial | 618 |
| 23 | Kansas City, Mo. | 707 U. S. Court House | Victor 3113 |
| 24 | Knoxville, Tenn. | 407 Hamilton National Bank | 3-7928 |
| 25 | Little Rock, Ark. | 500 Rector | 2-3158 |
| 26 | Los Angeles, Calif. | 527 U. S. Post Office and Court House | Michigan 0761 |
| 27 | Louisville, Ky. | 633 Federal | Jackson 5139 |
| 28 | Memphis, Tenn. | 2401 Sterick | 8-4236 |
| 29 | Miami, Florida | 1300 Biscayne | 3-5558 |
| 30 | Milwaukee, Wisconsin | 1021 Bankers' | Daly 3431 |
| 31 | Newark, New Jersey | 936 Raymond-Commerce | Market 2-5511 |
| 32 | New Haven, Conn. | 510 The Trust Company | 7-1217 |
| 33 | New Orleans, Louisiana | 1308 Masonic Temple | Raymond 9354 |
| 34 | New York, New York | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 35 | Oklahoma City, Okla. | 940 First National | 2-8186 |
| 36 | Omaha, Nebraska | 629 First National Bank | Atlantic 8644 |
| 37 | Philadelphia, Pa. | 4060 U. S. Court House | Walnut 0555 |
| 38 | Phoenix, Arizona | 307 W. C. Ellis | 4-5766 |
| 39 | Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 40 | Portland, Oregon | 411 U. S. Court House | Atwater 6171 |
| 41 | Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 42 | St. Louis, Missouri | 423 U. S. Court House & Custom House | Central 4115 |
| 43 | St. Paul, Minnesota | 404 New York | Garfield 7509 |
| 44 | Salt Lake City, Utah | 301 Continental Bank | 4-4338 |
| 45 | San Antonio, Texas | 478 Federal | Fannin 8052 |
| 46 | San Diego, California | 728 San Diego Trust and Savings Bank | Main 3044 |
| 47 | San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 48 | San Juan, Puerto Rico | 504 Banco Popular | 1971 |
| 49 | Savannah, Georgia | 305 Realty | 3-3054 |
| 50 | Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 51 | Sioux Falls, S. D. | 400 N. W. Security National Bank | [illegible]-8083 |
| 52 | Springfield, Illinois | 1107 Illinois | 2-9675 |
| 53 | Washington, D. C. | 2266 U. S. Department of Justice | Republic 7100 |

The telephone number for the Bureau at Washington, D. C. is REPUBLIC 7100
The teletypewriter number for each Field Office including the Bureau at Washington is 0711 except the New York City Office which is 1-0711.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools, or graduates of recognized accounting schools who have had at least three years of practical commercial accounting or auditing experience.

5
7

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, loyalty to country, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington headquarters of the Bureau. Each field division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington headquarters of the Bureau. Copies of every field division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

## Personnel

Applicants for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be graduates of recognized law schools who have been admitted to the bar and had at least two years of legal or business experience, or graduates of recognized accounting schools who have had at least three years of practical commercial accounting or auditing experience.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, academic training, personality, character, and experience as well as other basic factors necessary for the development of new agents as successful investigators.

A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 112 vocations in the fields of Science, Education, Industry and Business.

Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training academy purposes. A training center designed to be used in connection with firearms instruction and the FBI National Police Academy was also inaugurated on the Quantico, Virginia, Marine Corps Reservation with the opening of a Barracks Building in the late Spring of 1940. In view of the emergency the center is being used as training quarters for new Special Agents. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training academy curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

A number of Special Agents speak fluently at least one of 20 foreign languages, and prior to appointment were engaged in approximately 112 vocations in the fields of Science, Education, Industry and Business.

## Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training academy purposes. The facilities of the Bureau's Technical Laboratory, Identification Division, gymnasiums, and indoor and outdoor ranges are utilized during the training course.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training academy curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and Regulatory Procedure
Tests and Practical Experience
Administration and Organization

Training is, likewise, provided for the Bureau's executive staff and clerical and stenographic employees.

country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Espionage, Counter-espionage, Sabotage, Neutrality Violations and other National Defense Matters

During the Summer of 1939 the Chief Executive of the United States coordinated under the Federal Bureau of Investigation all investigative activity relating to espionage, counterespionage, sabotage, neutrality violations and related matters. On September 6, 1939, the President issued the following directive calling upon all law enforcement agencies to cooperate with the FBI:

"The Attorney General has been requested by me to instruct the Federal Bureau of Investigation of the Department of Justice to take charge of investigative work in matters relating to espionage, sabotage, and violations of the neutrality regulations.

This task must be conducted in a comprehensive and effective manner on a national basis, and all information must be carefully sifted out and correlated in order to avoid confusion and irresponsibility.

To this end I request all police officers, sheriffs, and all other law enforcement officers in the United States promptly to turn over to the nearest representative of the Federal Bureau of Investigation any information obtained by them relating to espionage, counterespionage, sabotage, subversive activities and violations of the neutrality laws."

By executive order of March 22, 1940, the President, in accordance with an Act passed January 12, 1938, defined numerous vital military and naval installations or equipment which require protection against the general dissemination of information related thereto. The 1938 Act penalizes taking photographs or making representations of any of the installations or equipment

later to be defined without proper authority.

The Federal Espionage Laws make unlawful the obtaining or permitting to be obtained information affecting the national defense, either in peace time or war, with the intent to use such information to the detriment of the United States or in the benefit of some foreign power. Going upon a military reservation or like prohibited place; copying or assisting others to copy maps and similar documents; receiving, obtaining, or attempting to obtain such information; and having unlawful possession of military writings and similar materials with such intent and purpose are prohibited. Likewise there is a penalty if one having lawful possession of confidential data loses the same or allows it to reach improper hands through gross negligence. The Espionage Laws further make it a Federal offense to disclose information affecting the national defense with intent or reason to believe it will be used to the detriment of the United States or to the benefit of some foreign power. This is applicable during peace times, as well as during war, but the war time penalties are more stringent. There is also a federal statute pertaining to seditious or disloyal acts or words in time of war, and a conspiracy to violate this or another espionage law is an offense likewise.

In connection with sabotage during peace times it is a Federal offense to wilfully injure or commit depredation against United States property, property belonging to a corporation in which the United States is a stockholder, or any property being manufactured under contract for the War and Navy Departments. Another Federal Statute penalizes the damage to vessels engaged in foreign commerce and the cargoes of such vessels and the penalty is also applicable to foreign ships if the overt act ultimately causing the injury occurs while the vessel is within the admiralty and maritime jurisdiction of the United States. There is also a penalty provided if, with intent to prevent the exportation of articles in foreign commerce, one damages the articles or the places they may be while in such commerce. Other statutes prohibit damage to fortifications or harbor defenses, the unlawful entry upon military reservations, and the wrecking or attempting to wreck a train engaged in interstate commerce.

Sabotage statutes effective only in time of war penalize injury to or destruction of war material, premises, or utilities with intent to injure or obstruct the United States or any associate nation in preparing for or carrying on a war. Likewise making or causing war material to be made in a defective manner or making defective repairs is punishable.

## Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) containing any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or orally, there is likewise a violation of the Extortion Statute.

## Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

## Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected. 41

## National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above Acts to Insured Banks of the Federal Deposit Insurance Corporation.

## National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

## National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen, embezzled or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of our nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, and constitutes the largest and most complete collection of current value in existence.

On October 1, 1940, there was a total of over 14,000,000 fingerprint records and 14,938,000 index cards in the Bureau's archives. More than 11,500 fingerprint records are being received in the Identification Division daily from over 11,000 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the FBI can render even more effective service when it receives all of the fingerprint records which law enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicants are not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.

## Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact either by air mail, special delivery or telegraph. Approximately 650 fugitives from justice are located monthly through fingerprint comparison.

## International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

The exchange of fingerprints is now carried on with 87 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals, which are filed, each finger singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

## Other Services

In its Identification Division the FBI also maintains the Government file, which in addition to Civil Service cards, includes fingerprint records submitted by the U. S. Army, Navy, Coast Guard, Marine Corps and other Government Services.

The fingerprint cards taken in connection with the registration of aliens are also filed with the FBI.

# TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously it had been customary, in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer calipers, color charts, and special apparatus for ultra-violet light and infra-red sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.

Also among the equipment of the laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the laboratory for the purpose of having it examined, it should be labeled "evidence for the laboratory."

## THE FBI LAW ENFORCEMENT BULLETIN

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## UNIFORM CRIME REPORTING

More than 2,600 police departments throughout the United States, representing a population area of over 67,900,000, make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than 1,600 sheriffs' offices, State police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately 4,300, and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued quarterly in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies.

## FBI NATIONAL POLICE ACADEMY

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

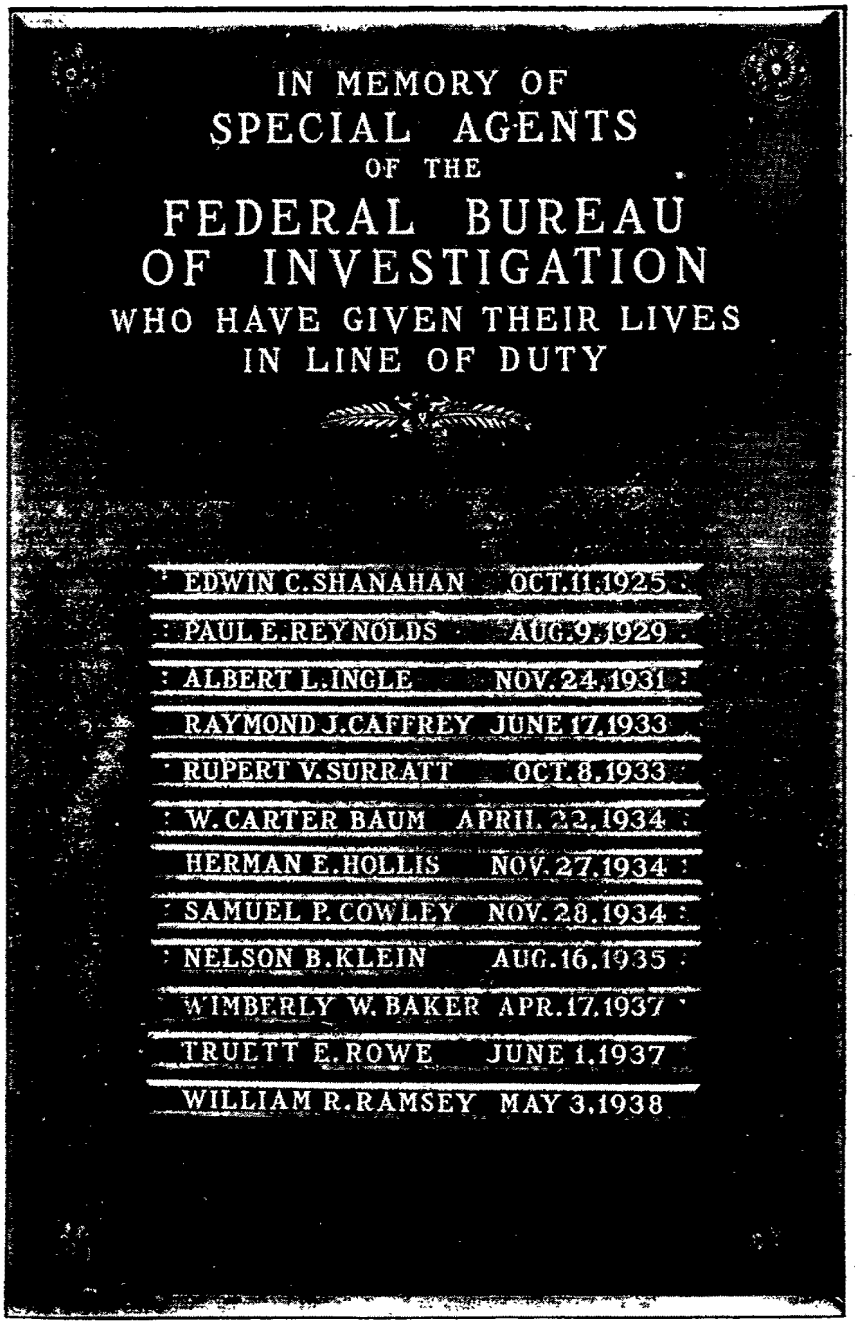
For the past year a total of $7,300,000.00 was appropriated for the regular operation of the FBI, while savings, fines and recoveries resulting from the investigative activities of the FBI totaled $58,390,180.64. This does not include the value of the many cooperative facilities to American law enforcement agencies which are rendered free of charge. Some of the Bureau's accomplishments during the fiscal year which ended June 30, 1940, were:

Convictions in 96.46% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 17,833 years in addition to 10 life sentences.

Location of 2,393 Federal fugitives from justice.

The assistance through the Identification Division, to various law enforcement officials in locating 7,809 fugitives.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 13
Page 2 ~ Duplicate 62-HQ-21440 Ser 886
Page 6 ~ Duplicate 62-HQ-21440 Ser 1036X
Page 14 ~ Duplicate 62-HQ-21440 Ser 1047
Page 17 ~ Duplicate 62-HQ-21440 Ser 1047
Page 18 ~ Duplicate 62-HQ-21440 Ser 1047
Page 19 ~ Duplicate 62-HQ-21440 Ser 1047
Page 21 ~ Duplicate 62-HQ-21440 EBF 1078
Page 22 ~ Duplicate 62-HQ-21440 Ser 1047
Page 25 ~ Duplicate 62-HQ-21440 Ser 1047
Page 27 ~ Duplicate 62-HQ-21440 Ser 1047
Page 29 ~ Duplicate 62-HQ-21440 Ser 1047
Page 33 ~ Duplicate 62-HQ-21440 Ser 1047
Page 37 ~ Duplicate 62-HQ-21440 Ser 1047

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1134 - Section 1

# FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

~~September~~ November 1, 1941

Blocked in R. J.

## Introduction

This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

This outline of the investigative jurisdiction, Identification Division, Technical Laboratory, uniform crime reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, should be retained for future reference and guidance.

Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on page 4. Any information relating to espionage, counterespionage, sabotage, subversive activities and violations of the Neutrality Laws should be immediately reported to the nearest FBI office.

J. Edgar Hoover

Director

# THE FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

## History

The Federal Bureau of Investigation was founded in 1908, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while the Honorable Harlan F. Stone, presently a Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. To be eligible for appointment, applicants had to be graduates of recognized law schools or expert accountants. The second was the creation of the FBI Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, manuals of rules, regulations and instructions were issued and a training school for newly appointed Special Agents was founded at Washington.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies - local, state and international.

Recent legislation extended the authority of the Bureau to new fields. With the passage of these Acts, the Bureau entered upon a phase of its history which caused citizens generally to become more familiar with its activities. Amongst these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; The National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, Et Cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Intitutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; The Federal Kidnaping Statute; and the Federal Extortion Act.

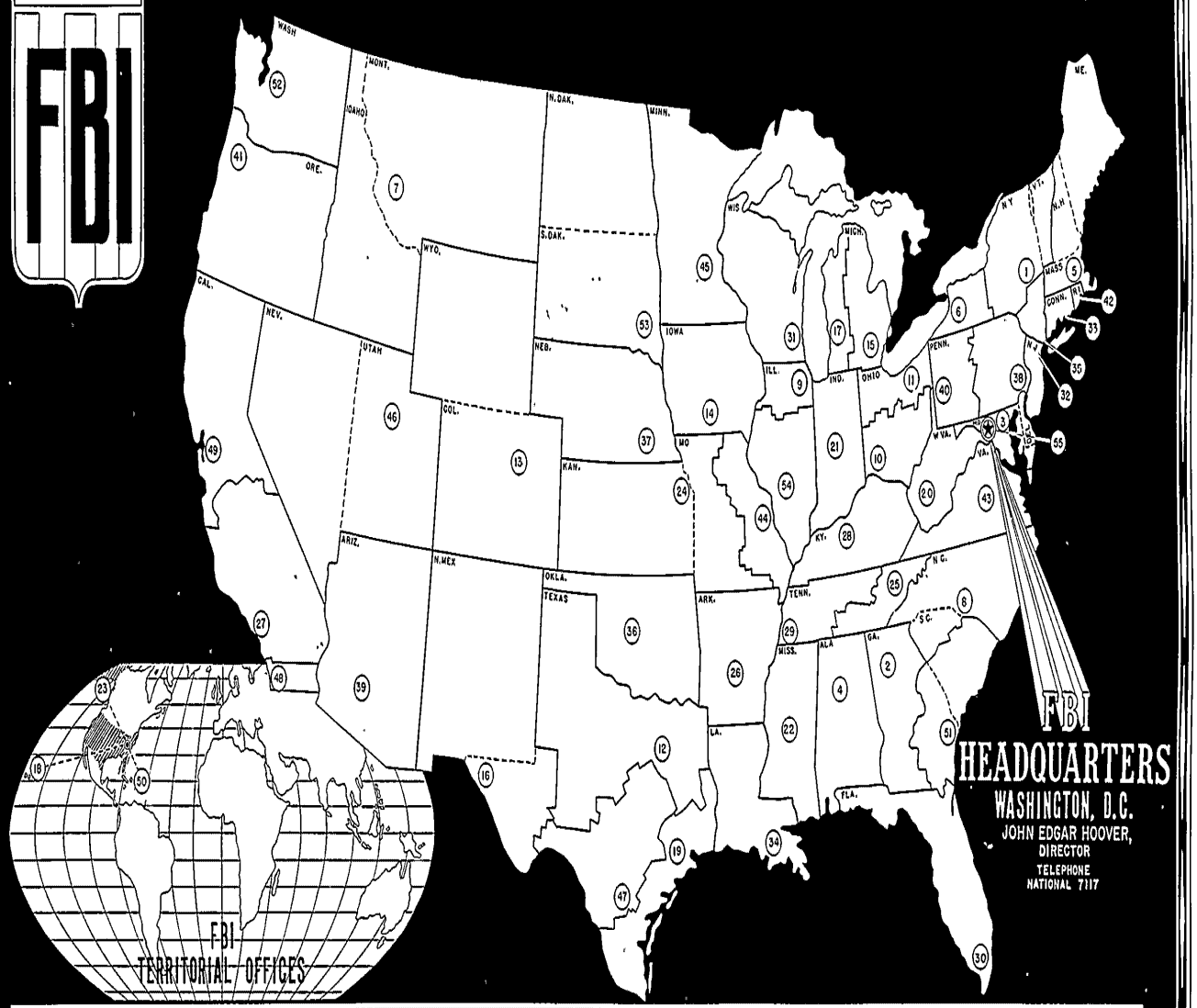
The National emergency has brought about another transition in the FBI. The duty of investigating espionage, sabotage, violations of the Neutrality Laws and other matters pertaining to the National Defense has been delegated to this Bureau. A program of surveying the protective facilities of manufacturing establishments having contracts to provide the Government with defense materials was inaugurated. The coordination of all law enforcement activity regarding matters of National Defense has also been the responsibility of the FBI.

| DIVISION | BUILDING | OFFICE PHONE |
|---|---|---|
| 1 Albany, New York | 707 National Savings Bank | 5-4595 |
| 2 Atlanta, Georgia | 501 Healey | Walnut 3698 |
| 3 Baltimore, Maryland | 800 Court Square | Plaza 6776 |
| 4 Birmingham, Alabama | 320 Federal | 4-1877 |
| 5 Boston, Massachusetts | 10 Post Office Square, Room 1016 | Liberty 8470 |
| 6 Buffalo, New York | 400 U. S. Court House | Cleveland 2030 |
| 7 Butte, Montana | 302 Federal | 2-2304 |
| 8 Charlotte, N. C. | 914 Johnston | 3-4127 |
| 9 Chicago, Illinois | 1900 Bankers' | Randolph 6226 |
| 10 Cincinnati, Ohio | 637 U. S. Post Office & Court House | Cherry 7127 |
| 11 Cleveland, Ohio | 1448 Standard | Prospect 2456 |
| 12 Dallas, Texas | 1200 Tower Petroleum | 2-9086 |
| 13 Denver, Colorado | 518 Railway Exchange | Main 6241 |
| 14 Des Moines, Iowa | 739 Insurance Exchange | 3-8998 |
| 15 Detroit, Michigan | 911 Federal | Cadillac 2832 |
| 16 El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 17 Grand Rapids, Mich. | 715 Grand Rapids National Bank | 6-5337 |
| 18 Honolulu, Hawaii | 302 Dillingham | 4621 |
| 19 Houston, Texas | 2706 Gulf | Capitol 9717 |
| 20 Huntington, W. Va. | 700 West Virginia | 8928 |
| 21 Indianapolis, Indiana | 323 Federal | Riley 5416 |
| 22 Jackson, Mississippi | 700 Mississippi Tower | 3-5221 |
| 23 Juneau, Alaska | 515 Federal and Territorial | 618 |
| 24 Kansas City, Missouri | 707 U. S. Court House | Victor 3113 |
| 25 Knoxville, Tennessee | 407 Hamilton National Bank | 3-7928 |
| 26 Little Rock, Arkansas | 500 Rector | 2-3158 |
| 27 Los Angeles, Calif. | 900 Security | Michigan 1161 |
| 28 Louisville, Kentucky | 633 Federal | Jackson 5139 |
| 29 Memphis, Tennessee | 2401 Sterick | 8-4236 |
| 30 Miami, Florida | 1300 Biscayne | 3-5558 |
| 31 Milwaukee, Wisconsin | 1501 Bankers' | Daly 3431 |
| 32 Newark, New Jersey | 1836 Raymond-Commerce | Market 2-5511 |
| 33 New Haven, Connecticut | 510 The Trust Company | 7-1217 |
| 34 New Orleans, Louisiana | 1308 Masonic Temple | Raymond 9354 |
| 35 New York, New York | 607 U. S. Court House, Foley Square | Rector 2-3520 |
| 36 Oklahoma City, Okla. | 940 First National | 2-8186 |
| 37 Omaha, Nebraska | 629 First National Bank | Atlantic 8644 |
| 38 Philadelphia, Pa. | 4060 U. S. Court House | Walnut 0555 |
| 39 Phoenix, Arizona | 307 W. C. Ellis | 4-5766 |
| 40 Pittsburgh, Pa. | 620 New Federal | Grant 0800 |
| 41 Portland, Oregon | 411 U. S. Court House | Atwater 6171 |
| 42 Providence, R. I. | 508 Industrial Trust Company | Dexter 1991 |
| 43 Richmond, Virginia | 601 Richmond Trust | 3-0169 |
| 44 Saint Louis, Missouri | 423 U. S. Court House & Custom House | Central 4115 |
| 45 Saint Paul, Minnesota | 404 New York | Garfield 7509 |
| 46 Salt Lake City, Utah | 301 Continental Bank | 4-4338 |
| 47 San Antonio, Texas | 478 Federal | Fannin 8052 |
| 48 San Diego, California | 728 San Diego Trust & Savings Bank | Main 3044 |
| 49 San Francisco, Calif. | One Eleven Sutter, Room 1729 | Exbrook 2679 |
| 50 San Juan, Puerto Rico | 504 Banco Popular | 1971 |
| 51 Savannah, Georgia | 305 Realty | 3-3054 |
| 52 Seattle, Washington | 800 Joseph Vance | Main 0460 |
| 53 Sioux Falls, S. D. | 400 Northwest Security National Bank | 2885 |
| 54 Springfield, Illinois | 1107 Illinois | 2-9675 |
| 55 Washington, D. C. | 2266 U. S. Department of Justice | Republic 7100 |

# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

★ ★ ★ *John Edgar Hoover, Director* ★ ★ ★

# FIELD DIVISION DISTRICTS




| | | | | | |
|---|---|---|---|---|---|
| (1) ALBANY | (11) CLEVELAND | (21) INDIANAPOLIS | (31) MILWAUKEE | (41) PORTLAND | (51) SAVANNAH |
| (2) ATLANTA | (12) DALLAS | (22) JACKSON | (32) NEWARK | (42) PROVIDENCE | (52) SEATTLE |
| (3) BALTIMORE | (13) DENVER | (23) JUNEAU, ALASKA | (33) NEW HAVEN | (43) RICHMOND | (53) SIOUX FALLS |
| (4) BIRMINGHAM | (14) DES MOINES | (24) KANSAS CITY | (34) NEW ORLEANS | (44) ST. LOUIS | (54) SPRINGFIELD |
| (5) BOSTON | (15) DETROIT | (25) KNOXVILLE | (35) NEW YORK | (45) ST. PAUL | (55) WASHINGTON, D.C. |
| (6) BUFFALO | (16) EL PASO | (26) LITTLE ROCK | (36) OKLAHOMA CITY | (46) SALT LAKE CITY | |
| (7) BUTTE | (17) GRAND RAPIDS | (27) LOS ANGELES | (37) OMAHA | (47) SAN ANTONIO | |
| (8) CHARLOTTE | (18) HONOLULU, T.H. | (28) LOUISVILLE | (38) PHILADELPHIA | (48) SAN DIEGO | |
| (9) CHICAGO | (19) HOUSTON | (29) MEMPHIS | (39) PHOENIX | (49) SAN FRANCISCO | |
| (10) CINCINNATI | (20) HUNTINGTON | (30) MIAMI | (40) PITTSBURGH | (50) SAN JUAN, P.R. | |

6 1/4



# ORGANIZATION

## Field Divisions

The Director of the Federal Bureau of Investigation has under his direction fifty-five Field Divisions strategically located in fifty-five key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears herein.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington Headquarters of the Bureau. Each Field Division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington Headquarters of the Bureau. Copies of every Field Division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of members on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

## Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington Headquarters of the Bureau has under its direct supervision the operation of the Identification Division and Technical Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

## Personnel

An applicant for the position of Special Agent must be between the ages of twenty-three and thirty-five, and must be a graduate of a recognized law school, or a graduate of a recognized accounting school with at least three years of practical commercial accounting or auditing experience, or possess a college degree and have either extensive investigative experience or a comprehensive knowledge of a foreign language.

These applicants are thoroughly investigated, and appointment is conditioned upon the possession of personal integrity of high order, loyalty to country, academic training, personality, character, and experience as well as other basic factors necessary for the development of new Agents as successful investigators.

A number of Special Agents speak fluently at least one of 31 foreign languages, and prior to appointment were engaged in approximately 136 vocations in the fields of Science, Education, Industry and Business.

Training

The Bureau maintains especially equipped rooms in the Department of Justice Building set aside for training purposes. The facilities of the Technical Laboratory and Identification Division are also utilized. In addition, a training center was established on the Marine Corps Reservation at Quantico, Virginia, in the late Spring of 1940. Here is located the FBI Academy, a modern brick structure housing classrooms, dormitories, a dining room, and gymnasium under one roof. Just west of the Academy is the FBI Range, recognized as one of the safest and best equipped firing ranges in the country.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Police Academy, which trains members of local and state law enforcement agencies; and to the experienced Special Agents of the Bureau, who, from time to time, are given retraining courses.

The training academy curriculum includes studies and practical training in many subjects which are organized under the following headings:

Scientific and Technical
Statistics, Records, and Report Writing
Firearms Training and First Aid
Investigations, Enforcement and

OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.

h/68



FBI-24-2

FBI ACADEMY AT QUANTICO, VIRGINIA.

7 Regulatory Procedure
9 Tests and Practical Experience
Administration and Organization

Training is also provided for the Bureau's executive staff and clerical and stenographic employees.

Retraining

Experienced Agents are returned to Washington for in-service training purposes approximately every 18 months, so that they may be constantly informed in the latest methods of scientific crime detection and criminal apprehension.

## INVESTIGATIVE JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Applicants for Positions
Bank Embezzlements in District of Columbia
Bankruptcy Frauds
Bondsmen and Sureties
Bribery
Claims Against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions

Crimes on Indian Reservations
Crimes on Government Reservations
Destruction of Government Property
Espionage
Extortion Cases
Federal Anti-Racketeering Statute
Federal Kidnaping Act
Federal Reserve Bank Act
Frauds Against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or
Testifying in Certain Cases
Intimidation of Witnesses
International Claims
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Robbery of National Banks, Member Banks of
Federal Reserve System, and Insured Banks
of the Federal Deposit Insurance Corporation
Sabotage
Selective Training and Service Act
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which may be obtained relative to violations of this Act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property; or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and

parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order is distributed to peace officers in all parts of the country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Espionage, Counterespionage, Sabotage, Neutrality Violations and other National Defense Matters.

During the Summer of 1939 the Chief Executive of the United States coordinated under the Federal Bureau of Investigation all investigative activity relating to espionage, counterespionage, sabotage, neutrality violations and related matters. On September 6, 1939, the President issued the following directive calling upon all law enforcement agencies to cooperate with the FBI:

> "The Attorney General has been requested by me to instruct the Federal Bureau of Investigation of the Department of Justice to take charge of investigative work in matters relating to espionage, sabotage, and violations of the neutrality regulations.
>
> This task must be conducted in a comprehensive and effective manner on a national basis, and all information must be carefully sifted out and correlated in order to avoid confusion and irresponsibility.
>
> To this end I request all police officers, sheriffs, and all other law enforcement officers in the United States promptly to turn over to the nearest representative of the Federal Bureau of Investigation any information obtained by them relating to espionage, counterespionage, sabotage, subversive activities and violations of the neutrality laws."

By executive order of March 22, 1940, the President, in ac-

cordance with an Act passed January 12, 1938, defined numerous vital military and naval installations or equipment which require protection against the general dissemination of information related thereto. The 1938 Act penalizes taking photographs or making representations of any of the installations or equipment later to be defined without proper authority.

The Federal Espionage Laws make unlawful the obtaining or permitting to be obtained information affecting the National Defense, either in peace time or war, with the intent to use such information to the detriment of the United States or to the benefit of some foreign power. Going upon a military reservation or like prohibited place; copying or assisting others to copy maps and similar documents; receiving, obtaining, or attempting to obtain such information; and having unlawful possession of military writings and similar materials with such intent and purpose are prohibited. Likewise there is a penalty if one having lawful possession of confidential data loses the same or allows it to reach improper hands through gross negligence. The Espionage Laws further make it a Federal offense to disclose information affecting the National Defense with intent or reason to believe it will be used to the detriment of the United States or to the benefit of some foreign power. This is applicable during peace times, as well as during war, but the war time penalties are more stringent. There is also a Federal Statute pertaining to seditious or disloyal acts or words in time of war, and a conspiracy to violate this or another espionage law is an offense likewise.

In connection with sabotage during peace times it is a Federal offense to wilfully injure or commit depredation against United States property, property belonging to a corporation in which the United States is a stockholder, or any property being manufactured under contract for the War and Navy Departments. Another Federal Statute penalizes the damage to vessels engaged in foreign commerce and the cargoes of such vessels and the penalty is also applicable to foreign ships if the overt act ultimately causing the injury occurs while the vessel is within the admiralty and maritime jurisdiction of the United States. There is also a penalty provided if, with intent to prevent the exportation of articles in foreign commerce, one damages the articles or the places they may be while in such commerce. Other statutes prohibit damage to fortifications or harbor defenses, the unlawful entry upon military reservations, and the wrecking or attempting to wreck a train engaged in interstate commerce.

Sabotage statutes effective only in time of war penalize

injury to or destruction of war material, premises, or utilities with intent to injure or obstruct the United States or any associate nation in preparing for or carrying on a war. Likewise making or causing war material to be made in a defective manner or making defective repairs is punishable.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) containing any demand or request for ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or orally, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected.

This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal Kidnaping Law. Further, on January 24, 1936, the President approved an Act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the

above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above Acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen, embezzled or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud from an interstate or foreign shipment.

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The Statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation. On August 24, 1937, the Federal Bank Robbery Act was amended to cover burglaries and larcenies committed in National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation.

Selective Training and Service Act of 1940

Violations of the Selective Service Act, which may include failure to register, return questionaire, report for induction, or the making of any false or incorrect registration, classification, physical or mental examination, deferrment, induction or enrollment, are within the investigative jurisdiction of the Federal Bureau of Investigation.

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

In the event of an emergency a telegram may be sent Government rate collect to the Special Agent in Charge of our nearest field office.

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## IDENTIFICATION DIVISION

The Federal Bureau of Investigation, in addition to its field investigative offices, maintains an Identification Division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, and constitutes the largest and most complete collection of current value in existence.

On September 1, 1941, there was a total of 23,000,000 fingerprint records and 19,400,000 index cards in the Bureau's archives. More than 22,000 fingerprint records are being received in the Identification Division daily from over 11,400 contributing law enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the Prosecutor and the Judge before whom a case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The exchange of fingerprints is now carried on with 88 foreign countries, colonies, and territorial possessions of the United States and the fingerprints of persons arrested will be sent upon request of the contributing law enforcement agencies.

## Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals where each finger impression is filed separately. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In cases of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

Other Services

In its Identification Division the FBI also maintains the Government file, which in addition to Civil Service cards, includes fingerprint records submitted by the U. S. Army, Navy, Coast Guard, Marine Corps and other Government Services.

Non-criminal fingerprint cards are received by the FBI from law enforcement agencies and defense industries of individuals applying for positions of trust or for positions in which it is essential that the applicant be a law-abiding citizen and free from any dangerous propensities. When submitted by defense industries records located are furnished only to the War or Navy Department.

The fingerprint cards taken in connection with the registration of aliens are also filed with the FBI.

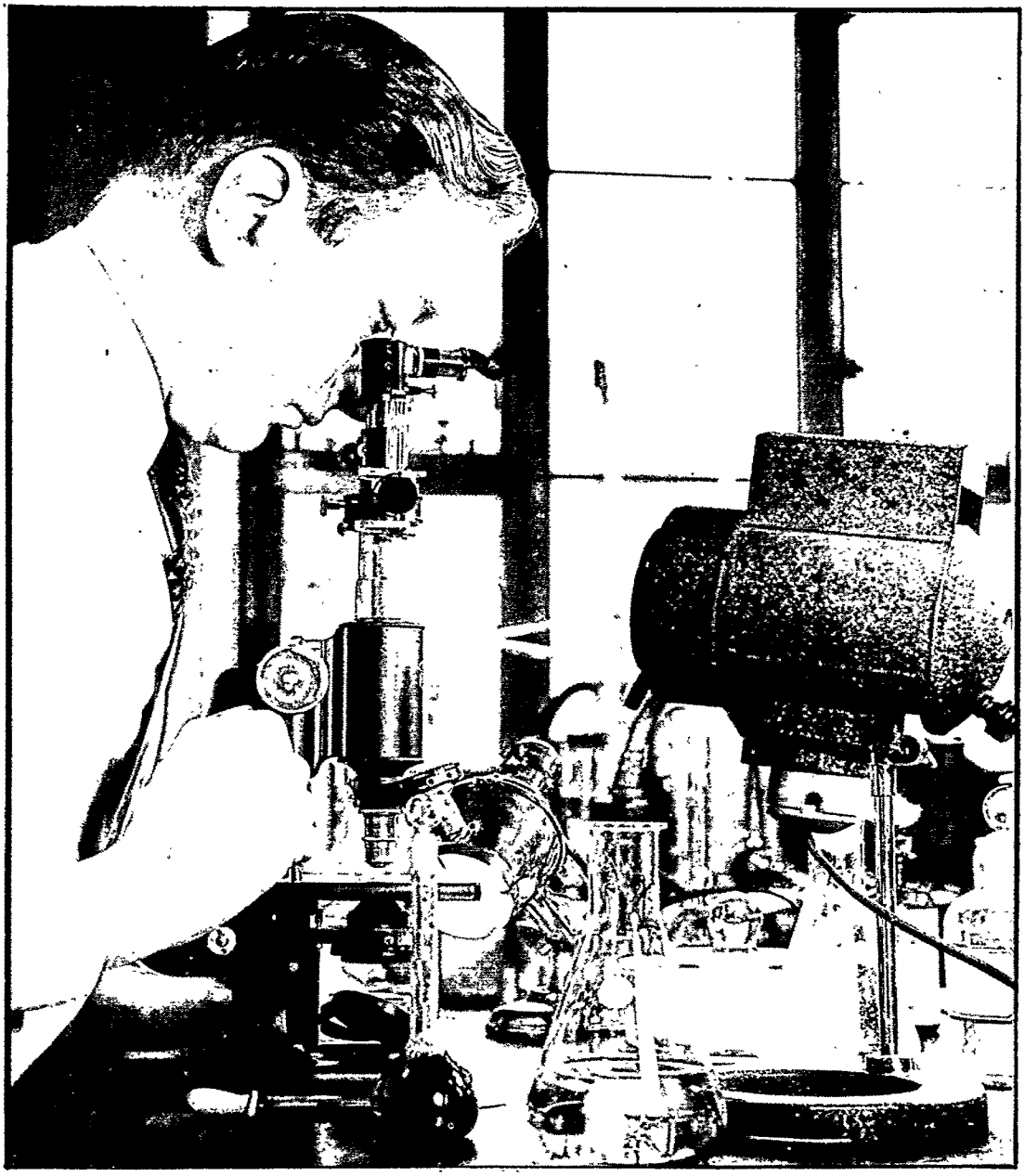
## TECHNICAL LABORATORY

In the latter part of the year 1932 the Federal Bureau of Investigation, United States Department of Justice, established a Technical Laboratory to perform work of a scientific character, which might prove of assistance in its investigative cases. Previously it had been customary, in instances considered desirable for the Bureau to have technical experts outside its organization make scientific analyses. The importance and growth of this phase of the Bureau's investigative activity and the desirability of having the work under its close supervision led to the conclusion that the establishment of a Technical Laboratory was essential. The development of this Laboratory has been carefully planned by the Bureau with the assistance and advice of known and recognized authorities in the field of scientific endeavor.

At the present, examinations are made in the Laboratory of documents or letters to determine the identity of the handwriting appearing thereon, as well as any other information which may prove helpful in the investigation of the case, facilitated by the use of precision rulers, a synchrisiscope, binocular magnifiers, micrometer calipers, color charts, and special apparatus for ultraviolet light and infrared sources.

In addition, comparison microscopes, a helixometer and special photographic equipment are used in the important phase of the scientific work relating to the examination of bullets and exploded shells.

Reproducing by moulage or other methods is another feature which the Laboratory is equipped to undertake. This consists of the making of casts of objects of evidence or of parts of the human body for record purposes. Microanalyses of hair and textile fibres are likewise considered an essential and important part of the technical duties, and chemical analyses of stains including blood tests are performed from time to time. Spectrographic and spectrometer apparatus is available and X-ray equipment is in use.



MICROSPECTROSCOPIC EXAMINATION OF SUSPECTED BLOODSTAIN. TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

Also among the equipment of the Laboratory are reference collections of automobile tire tread designs, various types and sizes of bullets and cartridge cases of both American and foreign manufacture, a fibre file of animal and vegetable fibres, a collection of handwriting specimens of many criminals, etc.

Besides conducting technical investigations in current cases, the technicians at the Bureau Laboratory engage in research to develop new techniques for the solution of crime and to study methods and practices in use by police departments to effect constructive improvements.

The facilities of the Technical Laboratory are made available wherever possible to all law enforcement agencies without charge. In transmitting evidence to the Laboratory for the purpose of having it examined, it should be labeled "Evidence For The Laboratory."

## THE FBI LAW ENFORCEMENT BULLETIN

Each month the Federal Bureau of Investigation issues a publication entitled "The FBI Law Enforcement Bulletin" which is sent to all law enforcement officials who contribute fingerprints to its Identification Division. This publication lists the names, aliases, descriptions, fingerprint classifications and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The Bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## UNIFORM CRIME REPORTING

More than 2,870 police departments throughout the United States, representing a population area of over 70,800,000, make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than 1,800 sheriffs' offices, State police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately 4,700 and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable

crime statistics on a nation-wide scale. These statistics are issued quarterly in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials and other interested individuals and agencies.

## FBI NATIONAL POLICE ACADEMY

In July, 1935, the FBI National Police Academy was begun. Thus, for the first time, the type of instruction and training offered to Special Agents was made available to local, municipal, county and state law enforcement officers.

The course pursued by these officers is of three months' duration, covering administrative features of police work, discussion and consideration of everyday police problems, and practical training in the performance of enforcement duties. The course is free, the only cost to those attending being transportation and living expenses while in Washington. Those officers attending are selected representatives under forty-six years of age from their respective local, municipal, county and state law enforcement agencies, based upon applications which have been filed with the Federal Bureau of Investigation.

## ACCOMPLISHMENTS

For the past year, a total of 6,812 convictions, more than in any former fiscal year, was secured from the investigative activity of the FBI. Of these, 412 convictions were in cases under the national defense classifications, as compared with 58 such convictions during the previous year. Some of the Bureau's accomplishments during the fiscal year which ended June 30, 1941, were:

Convictions in 96% of the cases investigated which were brought to trial.

Imposition of sentences totaling over 16,646 years in addition to 5 life sentences.

Location of 2,633 Federal fugitives from justice.

The assistance through the Identification Division, to various law enforcement officials in locating 7,102 fugitives.


DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
FIDELITY
BRAVERY
INTEGRITY

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

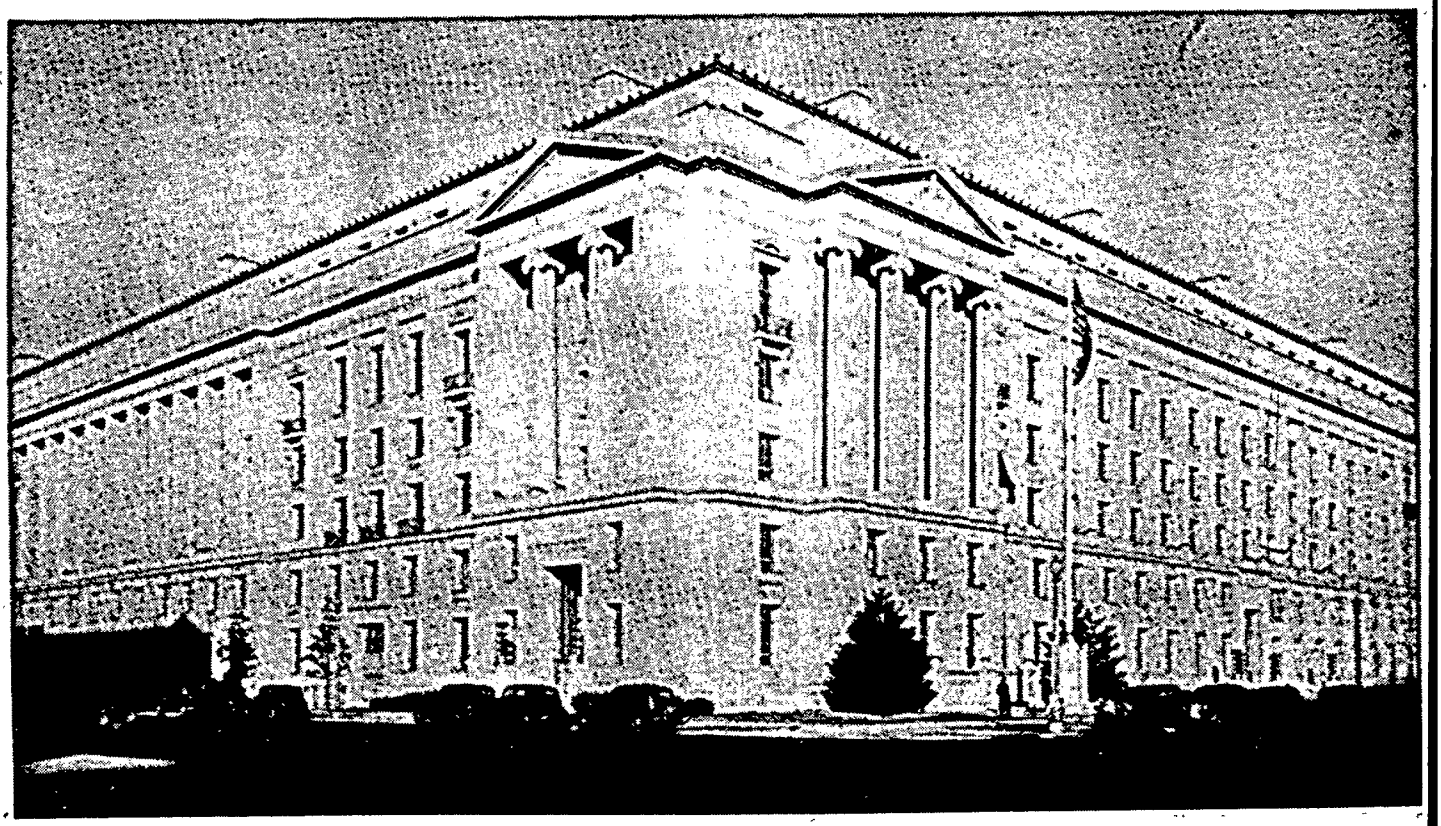
No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 9
Page 3 ~ Duplicate 62-HQ-21440 Ser 886
Page 5 ~ Duplicate 62-HQ-21440 EBF 1107X
Page 7 ~ Duplicate 62-HQ-21440 Ser 1036X
Page 11 ~ Duplicate 62-HQ-21440 EBF 1107X
Page 15 ~ Duplicate 62-HQ-21440 Ser 1047
Page 17 ~ Duplicate 62-HQ-21440 Ser 1047
Page 30 ~ Duplicate 62-HQ-21440 Ser 1047
Page 31 ~ Duplicate 62-HQ-21440 EBF 1107X
Page 37 ~ Duplicate 62-HQ-21440 EBF 1107X

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1511 - Section 1

# THE FEDERAL BUREAU OF INVESTIGATION



## UNITED STATES DEPARTMENT OF JUSTICE

INDEXED IN PUBLICATION FILES

62-2 1440 -1511

# FIELD DIVISION DISTRICTS




| | | | | | |
|---|---|---|---|---|---|
| 1 ALBANY | 11 CINCINNATI | 21 HUNTINGTON | 31 MILWAUKEE | 41 PITTSBURGH | 51 SAN JUAN, P. R. |
| 2 ANCHORAGE, ALASKA | 12 CLEVELAND | 22 INDIANAPOLIS | 32 NEWARK | 42 PORTLAND | 52 SAVANNAH |
| 3 ATLANTA | 13 DALLAS | 23 JACKSON | 33 NEW HAVEN | 43 PROVIDENCE | 53 SEATTLE |
| 4 BALTIMORE | 14 DENVER | 24 KANSAS CITY | 34 NEW ORLEANS | 44 RICHMOND | 54 SIOUX FALLS |
| 5 BIRMINGHAM | 15 DES MOINES | 25 KNOXVILLE | 35 NEW YORK | 45 ST. LOUIS | 55 SPRINGFIELD |
| 6 BOSTON | 16 DETROIT | 26 LITTLE ROCK | 36 NORFOLK | 46 ST. PAUL | 56 SYRACUSE |
| 7 BUFFALO | 17 EL PASO | 27 LOS ANGELES | 37 OKLAHOMA CITY | 47 SALT LAKE CITY | 57 WASHINGTON, D.C. |
| 8 BUTTE | 18 GRAND RAPIDS | 28 LOUISVILLE | 38 OMAHA | 48 SAN ANTONIO | |
| 9 CHARLOTTE | 19 HONOLULU, T. H. | 29 MEMPHIS | 39 PHILADELPHIA | 49 SAN DIEGO | |
| 10 CHICAGO | 20 HOUSTON | 30 MIAMI | 40 PHOENIX | 50 SAN FRANCISCO | |

February 25, 1944

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

# INTRODUCTION

This booklet is issued for the purpose of acquainting law enforcement officers and interested citizens with the jurisdiction and numerous functions of the Federal Bureau of Investigation. The development of the FBI has been along cooperative lines and at all times its facilities are available to local, county and state law enforcement agencies in all problems of mutual interest.

This outline of the investigative jurisdiction, Identification Division, FBI Laboratory, Uniform Crime Reporting project and the training facilities of the Federal Bureau of Investigation set forth herein, should be retained for future reference and guidance.

Law enforcement officers should feel free to contact the nearest Field Division of the FBI, or the headquarters in Washington, D. C., for assistance whenever necessary. In cases of emergency, a telegram or long distance telephone call might be necessary and the addresses and telephone numbers of the various Field Divisions are set forth on the inside of the back cover. Any information relating to espionage, counterespionage, sabotage, subversive activities and any other matters affecting the internal security of the nation should be immediately reported to the nearest FBI office.

J. Edgar Hoover

Director

# THE FEDERAL BUREAU OF INVESTIGATION

# UNITED STATES DEPARTMENT OF JUSTICE

## HISTORY

The Federal Bureau of Investigation was founded in 1908 by an order of Charles J. Bonaparte, at that time Attorney General of the United States, to provide the United States Department of Justice with a permanent investigative force under its immediate control. It was first known as the Bureau of Investigation, and later as the Division of Investigation. Its present name, the Federal Bureau of Investigation, was finally adopted as more nearly descriptive of its status as the general investigative agency for the Federal Government.

As Congress passed new Federal laws extending the Bureau's investigative jurisdiction, its size and importance increased. Notable development in the earlier years of its growth followed the passage of the White Slave Traffic Act in 1910, and the passage of the National Motor Vehicle Theft Act in 1919, bringing within the jurisdiction of the Bureau a large and constantly increasing class of interstate violations.

In 1924, while The Honorable Harlan F. Stone, presently Chief Justice of the United States Supreme Court, was Attorney General of the United States, the Bureau was reorganized and the working policies which are followed today were established. One of the cardinal rules enunciated at that time was that the Federal Bureau of Investigation should be completely divorced from the vagaries of political influence. Another principle established was that promotion in the Bureau was to be based solely upon proven ability and efficiency.

Two other events of far-reaching importance to the Bureau took place in 1924. The first was the adoption of the present standards of qualifications for appointment as a Special Agent. The second was the creation of the Identification Division with the consolidation of criminal identification data maintained at Leavenworth Penitentiary with records of the International Association of Chiefs of Police to form a national clearing house of criminal information in Washington, D. C. The Identification Division of the FBI started with 810,188 fingerprint records as a nucleus.

During the years which followed, the Bureau's operations were systematized, standardized forms for investigative reports were put into general use, and a training school for newly appointed Special Agents was founded at Washington. In 1932 the FBI Laboratory was established to aid the Special Agents as well as local law enforcement officers throughout

the United States.

Meanwhile, the Bureau was developing various services designed to promote cooperation between it and other law enforcement agencies - local, state and international.

Legislation by Congress extended the authority of the Bureau to new fields. With the passage of new statutes the Bureau entered upon a phase of its history which caused citizens generally to become more familiar with its activities. Among these enactments are the following: Federal Anti-Racketeering Statute; the Federal Reward Bill; To Provide Punishment for Killing or Assaulting Federal Officers; Extortion by Means of Telephone, Telegraph, Radio, Oral Message, or otherwise; Providing Venue for Prosecution in Extortion Cases; Fleeing from One State to Another to Avoid Prosecution or Giving Testimony in Certain Cases; the National Stolen Property Act; Robbery of Banks Organized or Operating Under Laws of the United States or of Any Member Bank of the Federal Reserve System, and Amended to Include All Banks Holding Insurance Issued by the Federal Deposit Insurance Corporation; Extending Section 5209 of Revised Statutes (United States Code, Title 12, Section 592) Relating to the Misapplication, Abstraction, Embezzlement, et cetera, on the Part of Bank Employees to Include All Insured Banks of the Federal Deposit Insurance Corporation; Crimes in Connection with Federal Penal and Correctional Institutions; To Provide for Prosecution of Federal Prisoners Who Escape While Awaiting Trial; Power of Arrest for Special Agents of the Bureau, and the Right to Carry Firearms; The National Firearms Act; and The Federal Kidnaping Statute.

War Responsibilities

The national emergency has brought about another transition in the FBI. In 1939, the President of the United States delegated the FBI as the agency responsible for the coordinating of investigation of all national security matters. Coming within the scope of this responsibility are such matters as the investigation of espionage cases, violations of the Federal Sabotage Statutes, treason and sedition. Keynote of the FBI's counter-espionage program has been prevention with the result that large espionage rings have been broken up and sabotage has been kept to a minimum. Among other war matters under the jurisdiction of the FBI are the Selective Training and Service Act, Alien Enemy Control matters, Registration of Agents of Foreign Principals Act, and subversive activities throughout the United States and its territorial possessions. Since the attack on Pearl Harbor December 7, 1941, the war work of the FBI has increased tremendously and the personnel of the Bureau has been taxed to the utmost to handle efficiently the many new duties.

To carry out the task of safeguarding the home front and insuring against sabotage and espionage breaking the continuous flow of supplies to the armed forces of the United States and her allies, the FBI has conducted an extensive program of conferences and study which commenced in 1939. More than 150,000 municipal, county and state officers have received thorough training in handling security investigations in cooperation with

the FBI. Splendid liaison is maintained between local police agencies and the FBI. Law enforcement has met the emergency in a commendable fashion. Investigative work of this type is the responsibility of trained and experienced investigators. The assistance of the general public can best be rendered by reporting facts concerning espionage, sabotage and subversive activities to the FBI without conducting any investigation.

Coordination of investigative activity between the FBI and the offices of Military and Naval Intelligence has been perfected. Officials of these two agencies and the FBI meet together regularly to work out plans and to assure a free exchange of all important data affecting the security of the nation. Conferences for the same purpose are held throughout the United States between field representatives of the Military and Naval Intelligence and the FBI.

## 3
## ORGANIZATION

### Field Divisions

The Director of the Federal Bureau of Investigation has under his direction fifty-seven Field Divisions strategically located in fifty-seven key cities throughout the United States and its possessions. A list of the cities, together with the addresses and telephone numbers of the field offices, appears on the inside back cover of this pamphlet.

In order to handle economically and efficiently the work involved in investigating violations of laws under its investigative jurisdiction, each of these field offices operates under the direction of a Special Agent in Charge, who in turn is responsible to the Washington Headquarters of the Bureau. Each Field Division covers a specified territory but the work of all offices is coordinated. Thus, if one field office obtains information requiring action in another section of the country, the facts are transmitted immediately to the appropriate field office, and also to the Washington Headquarters of the Bureau. Copies of every Field Division report are submitted to Washington where consolidation of the data is effected in each case permitting the coordination of all investigative activity.

The number of Special Agents and other employees on the staff of each field office fluctuates according to the volume of the work to be performed, and Special Agents are transferred from one office to another as the exigencies of the service require.

### Bureau Headquarters

Besides directing and coordinating the activities of the field offices, the administrative staff at the Washington Headquarters of the Bureau has under its direct supervision the operation of the Identification Division, the FBI Laboratory and the collection of crime statistics. It also conducts training academies for Special Agents and police officers.

## INVESTIGATION JURISDICTION

The Federal Bureau of Investigation has investigative jurisdiction over all violations of Federal laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies, and performing other duties imposed upon it by law. It does not have investigative jurisdiction over violations of the Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of ~~this Bureau~~ *the FBI* are the following:

Administrative Investigations
Admiralty Law Violations
Antitrust Laws
Alien Enemy Control

*Alien Enemy Control*
*Anti-Racketeering Statute*
*Antitrust Laws.*
*Applicants for Positions*

Bondsmen and Sureties
Bribery
Claims against the United States
Claims by the United States
Condemnation Proceedings
Conspiracies
Contempt of Court
Copyright Violations
Crimes on the High Seas
Crimes in Alaska
Crimes in Connection with Federal Penal and Correctional Institutions
Crimes on Indian Reservations
Destruction of Government Property

*Escaped Federal Prisoners*
*Espionage*
*Extortion Cases*

Federal Reserve Bank Act
Frauds against the Government
Harboring of Federal Fugitives
Illegal Wearing of Service Uniforms
Impersonation of Federal Officials
Interstate Transportation of Explosives
Interstate Flight to Avoid Prosecution or Testifying in Certain cases
Intimidation of Witnesses
International Claims
*Kidnaping*
Killing or Assaulting Federal Officer
Larceny from Interstate Shipments
Location of Escaped Federal Prisoners
Migratory Bird Act
National Bank Act
National Cattle Theft Act
National Motor Vehicle Theft Act
National Stolen Property Act
Neutrality Violations
Obstruction of Justice
Peonage Statutes
Passports and Visas
Patent Violations
Parole and Probation Violations, Federal
Perjury
Personnel Investigations
Red Cross Violations
Registration of Agents of Foreign Principals
Robbery of National Banks, Member Banks of Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation
Sabotage
Sedition
Selective Training and Service Act
Servicemen's Dependency Act
Theft or Embezzlement of Government Property
Treason
Veterans Administration Violations
White Slave Traffic Act

Among the laws most frequently violated which are under the investigative jurisdiction of the Federal Bureau of Investigation are the following:

Antitrust Laws

Violations of these statutes are usually reported by business concerns which have suffered injury by reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Federal Bureau of Investigation.

Bankruptcy Violations

Violations of this Act are usually reported by referees in bankruptcy, trustees, credit associations, or creditors. However, the receipt of information will be appreciated which may be obtained relative to violations of this Act, such as concealing money; merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property; or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

Crimes on Government Reservations

The investigation of all types of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the Federal Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest field office.

Escaped Federal Prisoners and Fugitives

The Federal Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, an Identification Order or wanted "Flyer" is distributed to peace officers in all parts of the country, containing the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended, an Apprehension Order is issued so that all efforts to locate the individual may be discontinued.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest field office without delay.

Espionage, Counterespionage, Sabotage, Neutrality Violations and other National Defense Matters

During the summer of 1939 the Chief Executive of the United States coordinated under the Federal Bureau of Investigation all investigative activity relating to espionage, counterespionage, sabotage, neutrality violations and related matters. On September 6, 1939, the President issued the following directive calling upon all law enforcement agencies to cooperate with the FBI:

> "The Attorney General has been requested by me to instruct the Federal Bureau of Investigation of the Department of Justice to take charge of investigative work in matters relating to espionage, sabotage, and violations of the neutrality regulations.
>
> This task must be conducted in a comprehensive and effective manner on a national basis, and all information must be carefully sifted out and correlated in order to avoid confusion and irresponsibility.
>
> To this end I request all police officers, sheriffs, and all other law enforcement officers in the United States promptly to turn over to the nearest representative of the Federal Bureau of Investigation any information obtained by them relating to espionage, counterespionage, sabotage, subversive activities and violations of the neutrality law."

(Insert new paragraph)

*On January 8, 1943, the President issued a second directive which reiterated and re-emphasized the one dated September 6, 1939.*

[illegible] of equipment which require protection against the general dissemination of information related thereto. The 1938 Act penalized taking photographs or making representatives of any of the installations or equipment later to be defined without proper authority.

The Federal Espionage Laws make unlawful the obtaining or permitting to be obtained information affecting the National Defense, either in peacetime or war, with the intent to use such information to the detriment of the United States or to the benefit of some foreign power. Going upon a military reservation or like prohibited place; copying or assisting others to copy maps and similar documents; receiving, obtaining or attempting to obtain such information; and having unlawful possession of military writings and similar materials with such intent and purpose are prohibited. Likewise there is a penalty if one having lawful possession of

confidential data loses the same or allows it to reach improper hands through gross negligence. The Espionage Laws further make it a Federal offense to disclose information affecting the National Defense with intent or reason to believe it will be used to the detriment of the United States or to the benefit of some foreign power. This is applicable during peacetimes, as well as during war, but the wartime penalties are more stringent. There is also a Federal Statute pertaining to seditious or disloyal acts or words in time of war, and a conspiracy to violate this or another espionage law is an offense likewise.

In connection with sabotage during peacetimes it is a Federal offense to wilfully injure or commit depredation against United States property, property belonging to a corporation in which the United States is a stockholder, or any property being manufactured under contract for the War and Navy Departments. Another Federal Statute penalizes the damage to vessels engaged in foreign commerce and the cargoes of such vessels and the penalty is also applicable to foreign ships if the overt act ultimately causing the injury occurs while the vessel is within the admiralty and maritime jurisdiction of the United States. There is also a penalty provided if, with intent to prevent the exportation of articles in foreign commerce, one damages the articles or the places they may be while in such commerce. Other statutes prohibit damage to fortifications or harbor defenses, the unlawful entry upon military reservations, and the wrecking or attempting to wreck a train engaged in interstate commerce.

Sabotage statutes effective only in time of war penalize injury to or destruction of war material, premises, or utilities with intent to injure or obstruct the United States or any associate nation in preparing for or carrying on a war. Likewise, making or causing war material to be made in a defective manner or making defective repairs is punishable.

Extortion

Whoever with intent to extort from any person, money or other things of value, mails or causes to be mailed any communication containing any threat (1) to injure the person or property of any person, or (2) to kidnap any person, or (3) ~~containing any~~ to demand or request ~~for~~ ransom or reward for the release of a kidnaped person, is chargeable with a Federal violation. If the message is transmitted interstate by means of telephone, telegraph, radio, or orally, there is likewise a violation of the Extortion Statute.

Federal Fugitive Act

An Act approved on May 18, 1934, makes it a Federal offense for any person to move or travel in interstate or foreign commerce with intent to avoid prosecution for murder, kidnaping, burglary, robbery, mayhem, rape, assault with a dangerous weapon or extortion, accompanied by threats of violence or for an attempt to commit any of the foregoing offenses. This Act also makes it a Federal offense for any person to travel in interstate or foreign commerce to avoid giving testimony in any criminal proceedings in

such place in which the commission of a felony is charged.

Federal Anti-Racketeering Statute

An Act approved on June 18, 1934, makes it a Federal offense for any person in any way to affect interstate trade or commerce by obtaining or attempting to obtain by threat, force, violence or coercion, the payment of money or other valuable considerations for the purchase or rental of property or protective services. This Statute further makes it a Federal offense for any person to obtain the property of another with his consent through the wrongful use of force or fear or under the color of official right when interstate commerce or trade is affected.

This Act further penalizes the commission or threats to commit any acts of physical violence or physical injury to a person or property in furtherance of a plan or purpose to interfere with interstate trade or commerce.

Impersonation

Whenever information is received by a peace officer or law enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the Federal Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

Kidnaping

Under the provisions of an Act of Congress approved by the President on May 18, 1934, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward or otherwise is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this Act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal Kidnaping Law. Further, on January 24, 1936, the President approved an Act making it a violation to receive, possess or dispose of any money knowing the same to have been delivered as ransom or reward. Cases of this nature are investigated by the Federal Bureau of Investigation. Any information regarding cases of this nature in the possession of law enforcement officials or citizens indicating a violation of this law should be promptly transmitted to the nearest field office, or the Bureau may be called direct by calling collect National 7117, Washington, D. C.

Larceny From Interstate Shipments

Any facts which indicate that any person or persons have stolen anything being shipped from one state to another state, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the proper field office.

National Bank and Federal Reserve Acts

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above Acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a National Bank or a Member Bank of the Federal Reserve System, or in reports to the Comptroller of the Currency. An Act was approved August 23, 1935, extending the penal provisions of the above Acts to Insured Banks of the Federal Deposit Insurance Corporation.

National Motor Vehicle Theft Act

Persons who transport a stolen motor vehicle from one state to another state, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this Act which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that it has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Federal Bureau of Investigation, an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

National Stolen Property Act

This Act, approved on May 22, 1934, and amended August 3, 1939, makes it a Federal offense to transport or cause to be transported in interstate or foreign commerce any goods, wares or merchandise, securities or money of the value of $5,000 or more theretofore stolen, embezzled or taken feloniously by fraud or with intent to steal or purloin knowing the same to have been so stolen or taken. This Act also penalizes the receiving, concealing, storing, bartering, selling or disposing of goods, wares or merchandise, securities or money of the value of $5,000 or more by a person knowing the goods to be stolen, such having been transported in interstate or foreign commerce. This Statute also makes it a Federal offense for any person to pledge or accept as security for a loan any goods, wares or merchandise, or securities of the value of $500 or more, which have been stolen or feloniously taken by fraud and transported in interstate or foreign commerce.

eith

Robbery of National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation.

On May 18, 1934, there was approved by the President a Statute which makes it a Federal offense to rob any National Bank or Member Bank of the Federal Reserve System. This Act covers the taking by force and violence, or by putting in fear, of any property in the care, custody, control, management or possession of any Federal Reserve Member Bank or National Bank. This Statute also penalizes the assault of any person or the placing in jeopardy of the life of any person by the perpetrators of the robbery of a National Bank or Member Federal Reserve Bank. The statute also expressly covers the killing or kidnaping of any person in connection with the robbery of a Federal Reserve Member Bank or a National Bank. An Act of Congress, approved August 23, 1935, extended the provisions of the Federal Bank Robbery Act to Insured Banks of the Federal Deposit Insurance Corporation. On August 24, 1937, the Federal Bank Robbery Act was amended to cover burglaries and larcenies committed in National Banks, Member Banks of the Federal Reserve System, and Insured Banks of the Federal Deposit Insurance Corporation.

Selective Training and Service Act of 1940

Violations of the Selective Service Act, which may include failure to register, return questionnaire, report for induction, or the making of any false or incorrect registration, classification, physical or mental examination, deferment, induction or enrollment, are within the investigative jurisdiction of the Federal Bureau of Investigation.

Theft, Embezzlement, or Illegal Possession of Government Property

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. This Bureau has investigative jurisdiction over offenses of this nature.

White Slave Traffic Act

The White Slave Traffic Act is frequently referred to as the Mann Act. This Act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The Federal Bureau of Investigation is desirous of receiving any information which indicates a violation of this Act. Law enforcement agencies, officers, and citizens are invited to advise the Federal Bureau of Investigation of any information in their possession indicating a violation of any of the foregoing Federal laws.

lith

United States Attorneys

The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

## THE SELECTION OF PERSONNEL

All Special Agents of the FBI, at the time of their appointment, must be between the ages of 25 and 40. In order to be eligible for the position of Special Agent, an applicant must be a graduate of an accredited law school and a member of a State Bar Association, or a graduate of an accredited accounting school with at least three years' experience in commercial accounting or auditing. Only United States citizens are eligible for appointment, and persons likely to be inducted into the Armed Forces in the near future will not be considered.

When it is realized that Special Agents of the FBI are responsible for investigation of all national defense matters affecting the security of the nation in this time of war as well as involved bankruptcy frauds, antitrust and National Bank Act violations, as well as crimes on government reservations, kidnapings and bank robberies, the necessity for insisting upon trained, experienced and physically fit men will be readily understood. Then, too, the force of Special Agents in the Federal Bureau of Investigation is comparatively small. When a Special Agent arrives in a town he must be qualified to handle all the investigations pending in that city; otherwise, if there were four types of investigations to be made and if each of the Bureau's Special Agents were qualified in only one type of work, four Special Agents would be required in that city. It would be impossible for the Bureau to perform its large volume of work unless every Special Agent were trained to handle all types of investigations within the Bureau's jurisdiction.

Physical condition is of importance in the selection of the personnel. Before an applicant is appointed to the service, it is necessary that he have either a United States Public Health physician, or his family physician certify that, from a preliminary examination, he appears capable of performing the vigorous physical activities frequently required of Special Agents. All applicants for the position of Special Agent must have uncorrected vision of not less than 20/40 (Snellen) in one eye and at least 20/50 (Snellen) in the weaker eye, without glasses, and must have a corrected vision of 20/20 in each eye. No applicant will be considered who is color-blind. All applicants must be at least five feet seven inches tall without shoes and must be able to hear ordinary conversation at a distance of at least fifteen feet with each ear. In addition, each of those who are appointed is required to undergo a more thorough and rigorous physical examination after he has reached Washington, where blood tests, X-ray photographs, and other examining methods are employed by government specialists

in order to determine whether the applicant is fully qualified to perform the strenuous physical activity his position as a Special Agent might require and to ascertain that his vision is not defective and that he is otherwise possessed of normal faculties.

Those applicants who demonstrate a likelihood of satisfactory development and who have passed both the oral and the written examination are then carefully investigated as to reputation, ability and fitness for appointment. The applicant's scholastic and employment records are thoroughly checked, and the nature and character of his previous activities in schools, colleges and places of employment are ascertained. His credit rating, moral standing, the nature of his associates, and all other pertinent information with reference to his reputation, character, and general fitness for the position are ascertained. The investigation is thorough, intensive, and extensive. The necessity for this is obvious when it is realized that day in and day out the Special Agent is in possession of highly confidential information involving the defense of America or plans of saboteurs or espionage agents. The trust placed in the Men of the FBI must not be violated - every man must be an American citizen whose loyalty is proved beyond doubt.



OUTDOOR FIREARMS RANGE, FBI ACADEMY, QUANTICO, VIRGINIA.

Figure 1.

Those who have shown suitable proficiency and ability as a result of these tests and investigations have their names placed upon an eligible list. If there should be a large number on the eligible list at one time and it becomes necessary to select thirty new Special Agents to fill vacancies, those thirty on the eligible list who are possessed of the most outstanding qualifications, regardless of political, religious, social or other types of affiliation or influence would be selected.

Application forms are obtained from and filed with the Bureau in Washington or any of the field offices of the FBI. Application forms will be sent to those possessed of the required qualifications when a request is directed to the following address:

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

In the event an applicant is afforded an examination and does not make a passing grade, he is eligible to take a re-examination only after the lapse of a period of two years.

The entrance salary for the position of Special Agent of the Federal Bureau of Investigation is $3,200 per annum.

## OTHER EMPLOYEES

### Clerical Positions

All positions in the FBI are positions of trust. The clerical employees are constantly in touch with confidential war matters and the confidence placed in them can be entrusted only to persons whose loyalty is unquestioned.

Application may be made for the following positions: Translator, Stenographer, Typist, Clerk, Under-clerk, and Messenger. Stenographic applicants are required to take a dictation test at the rate of 120 words per minute and qualify as Typists, and Typist applicants must pass a typing test at the rate of 45 words per minute. Applicants for appointment to the various clerical positions in the Bureau, whether male or female, must be 16 years of age or older. Male applicants must be capable of performing arduous physical exertion. Female applicants must be capable of performing moderate physical exertion. Visual acuity must be good and if glasses are worn, the vision must be corrected to the recognized normal standard of 20/20 in both eyes. These positions are not under Civil Service regulations. Only citizens of the United States are eligible for appointment.

Each male applicant must pass a rigid physical examination immediately upon reporting to duty in Washington, and in the event this physical examination reveals that he is not considered capable of perform- 50

bring one line from p. 14

ing strenuous physical duties, or that his vision is defective, any appointment offered will be immediately recalled. A visual standard of 20/40 uncorrected in one eye and at least 20/50 uncorrected in the weaker eye, corrected to the recognized normal vision of 20/20 in both eyes has been set. Male applicants must not be color-blind.

Translator applicants must be able to successfully translate material from the English language into a foreign language and vice versa. Translator applicants must be thoroughly qualified in more than one foreign language.

For appointment to the position of Clerk at the Seat of Government applicants must be high school graduates, ~~and~~ They need not possess typing ability. Assignments will be made to teletype and telephone operator positions, accounting clerical positions, file clerk positions, and student fingerprint classifier positions, and other positions in the Identification Division.

The physical qualifications for these positions are the same as for clerical positions in the Bureau with the exception of those who will be considered for appointment to student fingerprint classifier positions after their period of training. These employees must have vision of no less than 20/40 in one eye and 20/50 in the other eye, both corrected to 20/20. They must have no color vision defects.

Entrance salaries for the various positions above enumerated are as follows:

| | | | |
|---|---|---|---|
| Translator | $1800 per annum | Typist | $1440 per annum |
| Stenographer | 1620 " " | Clerk | 1440 " " |

In addition Bureau Clerical employees receive overtime pay amounting to approximately 21% of their base pay. Fingerprint positions are filled from the Bureau's clerical staff.

All applications for these positions are filed with the Director, Federal Bureau of Investigation, United States Department of Justice, Washington, D. C., or with a field office of the Federal Bureau of Investigation. Applicants for stenographic and clerical positions are interviewed by officials of the Bureau or by Special Agents in Charge of the Field Offices in the same manner in which the applicants for the position of Special Agents are interviewed, and are thoroughly investigated as to their character and general fitness before appointments are made.

Positions in the ~~Technical~~ *FBI* Laboratory

The technical experts of the FBI are engaged in important war work conducting research in bombs and explosives, secret writings and inks, and code messages. Examination of evidence in sabotage and espionage cases

lines from p. 15

are conducted daily in the ~~Technical~~ FBI Laboratory to assist the Special Agent in the Field.

In the ~~Technical~~ Laboratory of the Federal Bureau of Investigation the personnel is made up of those who have had technical and scientific training and experience, and the selection of the personnel to work in this Laboratory is made after most careful scrutiny of the record, character, and ability of the applicants for these positions.

General requirements - The general requirements of the applicants are that they be citizens of the United States between the ages of 23 and 35 years, in good physical condition with eye deficiencies no greater than 20/40 uncorrected in one eye and at least 20/50 uncorrected in the weaker eye, corrected to the recognized normal vision of 20/20 in both eyes, and normal color vision. All appointments to positions in the FBI Laboratory are strictly probationary for the first ninety days and appointees who are not found eligible for promotion at the expiration of this time will be separated from the service. It is pointed out that it is often necessary for Laboratory Technicians to personally visit the scene of crime in any part of the United States and make investigations at that point, and to assist and advise Special Agents of the Bureau in their investigations. In addition to the general duties of each position, which are set forth below, it is necessary from time to time to assign the technicians to specialized duties. Application forms may be obtained from the Director of the Federal Bureau of Investigation at Washington, D. C. Applicants may be required to proceed at their own expense to the nearest field office of the Federal Bureau of Investigation for interview.

Junior Document Identification Specialist - The holding of this position, which is Grade CAF 5, with a starting salary of $2000, is considered a prerequisite to subsequent appointment to the positions of Assistant Document Identification Specialist at $2600 and Document Identification Specialist at $3200. Applicants must have attained a college degree, majoring in the sciences (optional major in chemistry, physics, psychology, biology, mathematics, geology, et cetera). Junior Document Identification Specialists, after appointment, are given instruction in this particular work for a minimum period of one year. In addition to the above requirements, preferential attention will be given to those having one or more of the following qualifications or experiences: Master's Degree in the Sciences; two years of commercial employment along the lines of their university studies; experience in practical photography; any experience in handwriting study or penmanship; commercial art; general artistic ability; engraving; paper chemistry; microchemistry; ink chemistry; law; lecturing; public speaking or other forms of public appearance; employment with typewriter manufacturers; or a study of the examination of questioned documents, including handwriting, typewriting, paper composition, ink analysis, obliterated writings, et cetera.

Junior Analytical Chemist (Toxicology - Serology) - The holding of this position, which is Grade P-1 with a starting salary of $2000, is

considered a prerequisite to subsequent appointment to the positions of Assistant Analytical Chemist at $2600 and Analytical Chemist at $3200. Applicants must have attained a Master of Science degree in the physical sciences with a major in chemistry or bio-chemistry.

print to p. 15

In addition to the above general qualifications preferential consideration will be given to applicants who have one or more of the following special qualifications or experiences: Ph. D. or D. Sc. in organic, physiological or analytical chemistry; studies in pathology, pharmacology, toxicology, histology, microscopy, microchemistry, hematology, serology, bacteriology, or immunology; two years of commercial laboratory experience in chemical analyses, hospital laboratory technique or research laboratory methods.

Junior Physicist - The holding of this position which is Grade P-1 with a starting salary of $2000, is considered a prerequisite to subsequent appointment to the positions of Assistant Physicist at $2600 and Associate Physicist at $3200. Applicants must have attained a Master's Degree in the sciences with a major in physics and a minor in chemistry, or mathematics, with emphasis on spectrographic work in either major or minor subjects. In addition to the above qualifications, preferential consideration will be given to applicants having one or more of the following special qualifications or experiences: Ph. D. or M. S. degree in the sciences; two years' commercial experience along the lines of their college training; spectrography; optics; electronics; X-rays or acoustics.

Junior Firearms Identification Specialist - The holding of this position which is Grade CAF 5 with a starting salary of $2000, is considered a prerequisite to subsequent appointment to the positions of Assistant Firearms Identification Specialist at $2600 and Firearms Identification Specialist at $3200. Applicants must have attained a college degree in the sciences, preferably with a major in physics, mathematics or chemistry or with a major in chemical or mechanical engineering.

In addition to the above general requirements preference will be given to applicants having one or more of the following qualifications or experiences: Master's Degree in the sciences or engineering; two years' commercial experience along the lines of their university education; previous knowledge and experience in firearms, particularly side arms, including membership in pistol clubs, Reserve Officers Training Corps or military service; gunsmithing; mathematics; internal or external ballistics; instrument making; employment with ammunition or firearms manufacturers or experience with explosives.

(Insert paragraph)

*Laboratory Aide - The holding of this position is considered a prerequisite to subsequent appointment to a higher position. It is in Grade SP-5 with a starting salary of $1,800. applicants must be between 21 and 35 years of age.*

[illegible] Analytical Chemist at $3200. Applicants must have attained a college degree in the sciences with a major in metallurgy or geology and a minor in geology or metallurgy. In addition to

one or 2 lines to fit in as needed

the above qualifications, preferential consideration will be given to applicants having one or more of the following special qualifications or experiences: Master's or Ph. D. Degree in the sciences; two years' commercial experience along the lines of their college training; soil analysis; mineralogy; assaying; microscopy; metallography; photomicrography; microchemistry; or industrial dust analysis; petrography; or steel manufacture.

*Cryptanalyst*
P-1 ~~Junior Cryptographer~~ - The holding of this position, which is Grade ~~CAF~~-5 with a starting salary of $2000, is considered a prerequisite to subsequent appointment to the positions of Assistant Cryptographer at $2600 and Associate Cryptographer at $3200.

In addition to the above general requirements preferential consideration will be given to those having one or more of the following qualifications or experiences: Master of Science degree either in mathematics, modern languages, or in physics, chemistry, or astronomy with a major in mathematics or statistics; two years' commercial employment along the lines of their university studies; experience in cryptography, statistics, preparation of financial charts, the analysis of insurance data, expert knowledge of chess, expert knowledge of puzzles, knowledge of radio operating procedures or foreign language ability.

Junior Electrical Engineer - The holding of this position, which is Grade P-1 with a starting salary of $2000, is considered a prerequisite to the subsequent appointment to the positions of Assistant Electrical Engineer at $2600 and Associate Electrical Engineer at $3200.

Applicants must have attained at least a Bachelor of Science degree in electrical engineering or an equivalent basic education in electrical engineering. Appointments are strictly probationary for the first ninety days and appointees who are not found eligible for promotion at the expiration of their instruction period will be separated from the service.

In addition to the above general qualifications preferential consideration will be given to applicants having one or more of the following qualifications or experiences: M. S. degree in electrical engineering; professional electrical engineering degree; two years or more of commercial experience in electrical design, construction, operation, or repair; or educational and commercial qualifications in radio or communications engineering.

Radio Operator - This position is Grade CAF 5 with a starting salary of $2000 per annum. Applicants must have attained at least a high school education and must be able to receive and transmit 25 words per minute in the International Code and receive and transpose directly on the typewriter. Applicants must also be able to operate a teletypewriter and must be capable of doing ordinary repair and maintenance work on a radio station under the direction of a radio engineer. Appointments are strictly probationary for the first ninety days and appointees who are not found capable of carrying out their assignments will at the expiration of their probationary period be separated from the service. Applicants must be between 21 and 35 years of age.

In addition to the above general qualifications, preferential consideration will be given to applicants having one or more of the following qualifications or experiences: A college degree in one of the sciences or in engineering, commercial experience in electrical design, radio construction, operation or repair; or educational and commercial qualifications in radio or communications engineering.

Assistant Radio Monitoring Officer - This position is P-2 with a starting salary of $2600 per annum. Applicants must have the same basic requirements as for Radio Operator, and in addition a good general knowledge of frequency characteristics, special radio equipment, such as D. F. equipment and experience in monitoring or receiving difficult and obscure radio signals.

Photographers - Applications for appointment to the position of Photographer in the Federal Bureau of Investigation, United States Department of Justice, will be accepted from male applicants between the ages of twenty-one and thirty-five years, who have had at least three years' commercial experience, including the use of camera equipment, contact printing, enlarging, filter work, and lighting effects. In addition, they must have knowledge of the preparation of lithographic negatives and a general knowledge of chemicals used in making up developers and other formulas used in photographic work. This position is not under Civil Service regulations. All applicants must pass a rigid physical examination immediately upon reporting to duty in Washington, the same as applicants for the position of Special Agent. A visual standard of 20/40 uncorrected in one eye and at least 20/50 uncorrected in the weaker eye, corrected to the recognized normal vision of 20/20 in both eyes has been set. Applicants must not be color-blind. Persons appointed to perform these duties enter on duty as Assistant Photographers with a starting salary of $1620 per annum.

~~Training~~ *TRAINING*

The Bureau maintains especially equipped rooms in the Department of Justice Building *and in the FBI Annex* set aside for training purposes. The facilities of the FBI Laboratory and Identification Division are also utilized. In addition, located on the Marine Corps Reservation at Quantico, Virginia, is the FBI Academy, a modern brick structure housing classrooms, dormitories, a dining room, and gymnasium under one roof. Just west of the Academy is the FBI Range, recognized as one of the safest and best-equipped firing ranges in the country.

A regular faculty of full-time instructors and more than fifty experts on various phases of crime detection and investigative technique comprise the Bureau's staff of lecturers. This staff is supplemented by a group of distinguished criminologists who are connected with colleges, universities, social and civic organizations, and law enforcement agencies throughout the United States. Training is afforded to all newly appointed Special Agents; to members of the FBI National Academy, which trains members of local and state law enforcement agencies; and to the experienced

Special Agents of the Bureau, who, from time to time, are given retraining courses.

### Monthly Firearms Training for Officials and Special Agents of the Bureau

Every Special Agent and official of the Federal Bureau of Investigation is required to receive training each month in the handling of firearms. This training program is critically analyzed and improved with a view to obtaining a greater degree of practical experience. In the firearms training courses, both at the Seat of Government and in field offices, there have been developed practical courses to provide training for the firing of weapons from behind barricades, from both the right hand and left hand, from standing, kneeling, prone and sitting positions, and from the hip after quickly drawing the revolver. In every way possible this training serves to equip the Special Agent to defend himself and to safely, accurately and swiftly handle firearms in a proper manner.

Inspections - The Federal Bureau of Investigation maintains a staff of Inspectors who make detailed analyses of the performance and efficiency of its field offices and divisions as well as the personnel, equipment, and performances. The Inspectors are trained, experienced men. They find out by means of their inspections individual needs on the part of personnel and the collective needs of a particular group of employees. With this individual and collective information available, the Inspector is then able during the course of his inspection to give individual and collective instruction dealing with the specific needs of the employees for such instruction. This type of work is a definite part of the training program of the Federal Bureau of Investigation.

### *FBI National Academy*

~~FBI National Academy.~~ The Federal Bureau of Investigation operates in connection with its training work the FBI National Academy. Its purpose is to train carefully selected representatives of law enforcement agencies so that upon their graduation they can return to their own agencies and instruct the ~~remaining~~ *other* members of their organizations. The facilities of this type of training are available to chiefs of police, sheriffs, superintendents of state police organizations or any subordinate employees nominated by them. Those who attend the FBI National Academy are required to be American citizens, less than fifty-one years of age, capable of performing vigorous physical activity and of good character and reputation. They must be employed on a full-time basis by a law enforcement agency of a municipality, county or state.

Application and personal history forms are used in making applications to attend the Academy. These forms will be provided by the Federal Bureau of Investigation to any law enforcement agency requesting them. The application must be made by the chief of police, by the sheriff or by the superintendent of state police or highway patrol or by some official of higher rank. The application form likewise nominates a representative of

the department to take such training. There is attached to the application blank a personal history record form which is filled out by the officer nominated, showing his previous experience, his personal history and references, which will serve as a basis for an investigation by the FBI. The applications are given consideration in the order of their receipt by the Bureau and when an application is received for any particular session of the Academy, an investigation is then made of the officer nominated by his superior to establish the fact that he possesses the above-enumerated qualifications. When the officer nominated has been found acceptable, an invitation is then extended to the administrative head of the law enforcement agency to designate the particular officer who was nominated to attend the Academy. The application forms and personal history forms can be obtained by writing to:

Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Although the course given in the FBI National Academy is primarily for the purpose of training police instructors, substantive instruction is provided on numerous subjects which can be classified under the following general headings: Scientific, Technical and Identification Methods; Statistics, Records and Report Writing; Firearms Training; Investigations, Enforcement, Regulatory Procedure, and Traffic; Police Organization and Administration; Police Training School Organization and Management; and Teaching Methods. During this course of training each student learns to classify and file fingerprints in the FBI Identification Division which contains the largest collection of criminal records based on fingerprints in the world. Each student likewise is given training in the FBI Laboratory and on the outdoors and indoors firearms ranges. Specific instructions are given in the conduct of various types of investigations and in other law enforcement subjects, as well as in crime prevention work. An extensive course is given on police organization and administration subjects and actual experience is provided, following formal instruction, in teaching classes and in making public addresses. The faculty of instructors consists of the regular full-time staff of instructors of the FBI, supplemented by numerous experts of the Federal Bureau of Investigation located in Washington, and there is likewise a large staff of visiting instructors including nationally-known police officers and college and university instructors whose services are made available in connection with this course of training.

There is no cost whatever for the training or for any of the equipment used in connection with the course given at the FBI National Academy. The only cost to a law enforcement agency having a representative in attendance is the cost of transportation to and from Washington and the maintenance of the officer while attending the course. Except for a limited period when the instruction is given at Quantico, Virginia, the instruction is given at Washington, D. C., where ~~rooms are available at $35.00 per month and more. Many of the officers who have attended the Academy have preferred~~ *accommodations at rooming houses are available at $8.00 to $12.00 per week. Meals can be obtained at the Government Cafeteria at reasonable rates.*

~~to live at local hotels where reasonable rates are quoted, taking their meals wherever convenient.~~ Each student, upon arrival at the Academy, is provided with a list of rooming houses ~~boarding houses, tourist camps~~ and hotels from which to choose his living accommodations while attending the course.

Each session of the FBI National Academy lasts for fourteen weeks. Three sessions are held each year, usually beginning in January, in April and in either July or August. There is a maximum of eighty students enrolled in each class which is ~~broken down~~ *divided* into ~~two~~ sections in order to provide the greatest possible amount of individual attention to each student. The training itself is, for the most part, of a practical type that can be used by the student upon his return to his department and which will serve to aid him in connection with the operation of a training school in his own organization following his graduation. Consideration is given the alarming youth problem and suggestions are made for its control.

### FBI Law Enforcement Conferences

In the Fall of 1939 the FBI with the cooperation of National Police Academy Associates and Chiefs of Police throughout the nation commenced a plan to mobilize law enforcement and furnish training to police officers for the purpose of coordinating all investigative work in espionage, sabotage and violations of other wartime statutes. Since that time conferences have been held *at regular intervals* ~~three times each year~~ with law enforcement officials. In addition to the training and instruction afforded at these conferences and in continuing the mobilization plan the FBI has conducted 438 police training schools for war time work, covering civilain defense problems of police and war traffic problems. ~~More than 39,000 law enforcement officers representing over 7,000 law enforcement agencies attended the courses.~~ The conferences with police are continuing under the leadership of the Special Agents in Charge of the Field Division Offices of the FBI and officers interested in attending should contact the office nearest to them.

2

## IDENTIFICATION DIVISION

The Identification Division at Washington, D. C., serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, and constitutes the largest and most complete collection in existence.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the Federal Bureau of Investigation. The service is given without cost to all regularly constituted law enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, and disposition sheets for the purpose of reporting action taken subsequent to arrest, are supplied without charge on request from contributing agencies.

Upon receipt of a fingerprint card from a contributing law enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. This record is of value to the prosecutor and the Judge before whom the case is tried as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

In conducting its identification work, the Federal Bureau of Investigation is essentially a cooperative organization and can furnish to contributing law enforcement agencies only that information which it receives from them. Police, sheriffs, wardens, state identification bureaus, and similar agencies are therefore invited to make the fullest possible use of this cooperative project.

Fingerprint records prove of value in determining if applicants for positions under the Civil Service of the Federal, State, county or municipal governments have a previous record on file which might show the applicants are not of a proper character to receive the appointment. Applicant fingerprints, however, are only searched through the Bureau's criminal files when submitted by law enforcement agencies.



THE MAMMOTH DRILL HALL WHICH HOUSES THE FINGERPRINT FILES AND THE CARD INDEX OF THE IDENTIFICATION DIVISION OF THE FEDERAL BUREAU OF INVESTIGATION.

Figure 2.

As a further amplification and expansion of its service in identifying fugitives, the Bureau publishes ~~bi-~~monthly the FBI Law Enforcement Bulletin. This publication lists the principal offenders whose apprehension is desired by various law enforcement agencies. Through this medium the Bureau places in the possession of such agencies valuable information which frequently enables fugitives to be identified promptly when they are arrested for any charge. The FBI Law Enforcement Bulletin, which is strictly limited in distribution to law enforcement officers and officials, also contains treatises dealing with subjects of a scientific character in the field of criminology such as manuscripts relative to latent fingerprints, ciphers and other topics studied in the FBI Laboratory, as well as topics of general interest to law enforcement officials.

Wanted Notices

Law enforcement officials, seeking the apprehension of fugitives, follow the practice of notifying the Bureau to this effect, whereupon "wanted" notices are posted on the fingerprint records in the Identification Division. If the individuals involved should subsequently be arrested elsewhere on other charges and their fingerprints taken and forwarded to the Bureau, the officials who placed the "wanted" notices are immediately apprised of the fact either by air mail, special delivery or telegraph. ~~Approximately~~ 1000 fugitives from justice are located monthly through fingerprint comparison.

Over

International Exchange

In March, 1932, the international exchange of fingerprint records was begun. This service not only provides a means for furnishing a subject's complete criminal history for assistance of prosecuting attorneys, judges and parole officials in their respective activities, but is also of the utmost importance as a medium whereby persons who are wanted in a country other than that in which they are arrested may be identified as fugitives.

Numerous identifications have been effected and the result is more effective law enforcement throughout the world. Through the development of this project, the Federal Bureau of Investigation hopes to maintain and insure the collection, in a centralized agency, of criminal identifying data of value throughout the world.

Single Fingerprint Section

In addition there is maintained a separate collection of fingerprints of kidnapers, bank robbers, extortionists, and other notorious criminals where each finger impression is filed separately. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scene of crimes by kidnapers, bank robbers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the

latent prints. However, if the names or aliases of any suspects are furnished the Bureau, together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

## Civil Identification

The latest service of the Identification Division is its Civil Identification Section in which are filed the fingerprints of law-abiding citizens. The fingerprints of many distinguished people are included in this collection.

By having his fingerprints on file in the Civil Identification Section, the citizen can insure his identity being reestablished should disaster or accident happen to him.

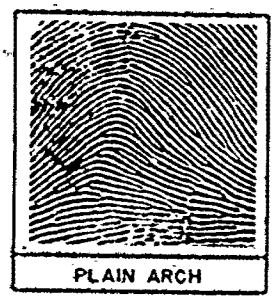
When other means fail, missing persons can be located and amnesia and aphasia victims can be identified through fingerprints if their prints are on file in this Section. Victims of wrecks, fires, earthquakes or other disasters may also be identified through fingerprints, when their identity is otherwise unascertainable. In case of kidnaping, it is of assistance to the investigating officials to have available the fingerprints of the victim. These are but a few of the purposes which may be served by having one's fingerprints on file in the Bureau's Civil Identification Section. All citizens are invited to place their prints on record in the civil identification files which are kept entirely separate from those in the criminal file.

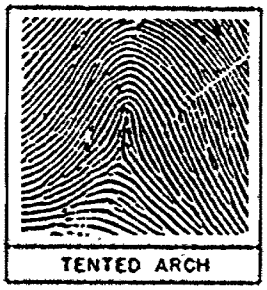
There should be no stigma whatever attached to this method of identification. There should be no reason why the permanent recording of the ridges on the fingers of an individual should carry with it any more permanent disgrace than that involved in writing one's signature or in giving the description of one's self which appears on all passports, identification cards and the like. If this stigma has existed in the past, surely it is time its unwarranted character should cease to play any part in community life.

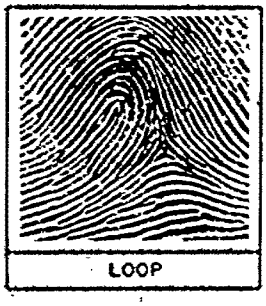
The filing of fingerprints in the archives of the Federal Bureau of Investigation is completely and entirely without cost to those availing themselves of the privilege. Personal identification cards will be supplied to law enforcement agencies upon request, to private citizens on their request for their own use, and to civic organizations which engage in projects to educate the public as to the advantages of civil fingerprinting as a means of insuring personal identification. It is pointed out, however, that the Federal Bureau of Investigation does not engage in civil identification work with private individuals and organizations which do fingerprinting on a commercial basis. Similarly, envelopes bearing the Government non-postage privilege cannot be used to transmit civil prints to the Bureau.

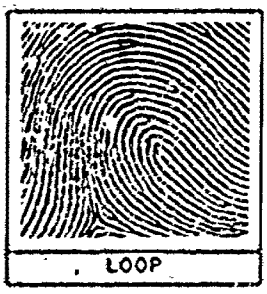
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
★ ★ ★ John Edgar Hoover, Director ★ ★ ★

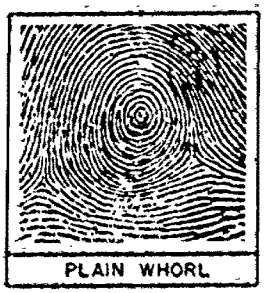
# ILLUSTRATIONS OF VARIOUS FINGERPRINT PATTERNS

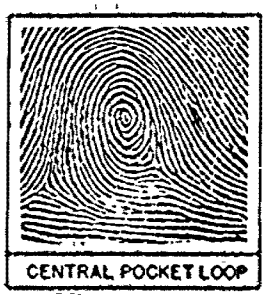

PLAIN ARCH

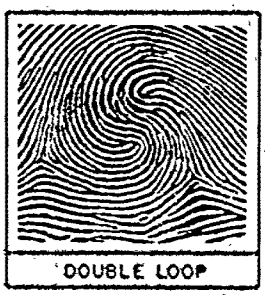

TENTED ARCH


LOOP


LOOP


PLAIN WHORL


CENTRAL POCKET LOOP


DOUBLE LOOP


ACCIDENTAL

The PRESENCE OR EXISTENCE OF WHORLS IN FINGER IMPRESSIONS IS USED AS THE BASIS FOR THE DETERMINATION OF THE CHIEF OR PRIMARY CLASSIFICATION. EACH WHORL APPEARING IN ANY OR ALL OF THE TEN FINGERS HAS A CERTAIN ARBITRARY OR FIXED VALUE. THE ADDITION OF THE VALUES REPRESENTED BY SUCH WHORLS AND THE INDICATION OF THE TOTAL VALUE IS KNOWN AS THE PRIMARY CLASSIFICATION.

ILLUSTRATIONS OF THE WHORL TYPES WHICH ARE THE SAME AS PATTERNS HAVING THE FIGURED VALUE ARE SHOWN ON THE RIGHT OF THIS CHART; ILLUSTRATIONS OF THE OTHER TYPES ARE SHOWN ON THE LEFT.

Figure 3.

Other Services

The FBI also maintains in its Identification Division the fingerprint cards of applicants for positions of trust with the Government submitted through the United States Civil Service Commission. In addition, the files of the FBI include the fingerprint records submitted by the United States Army, Navy, Coast Guard, Marine Corps and other Government services.

*The FBI Identification Division is the largest in the world and houses nearly one hundred million fingerprint cards. Over fourteen million are criminal fingerprint cards which represent approximately six million different individuals.* The others are those listed in the above paragraph and prints submitted by responsible citizens who have desired to have a permanent record of their identity on file. The value of this service has become readily apparent in multifold instances when families have been spared grief and anguish through ready identification of loved ones. The armed forces have submitted to the Bureau fingerprints of unknown soldiers and in many instances it has been possible to identify the victim. Certainly the use of fingerprints has come into its own when it goes to the very battlefields of the world and identifies war casualties.

Nickname File

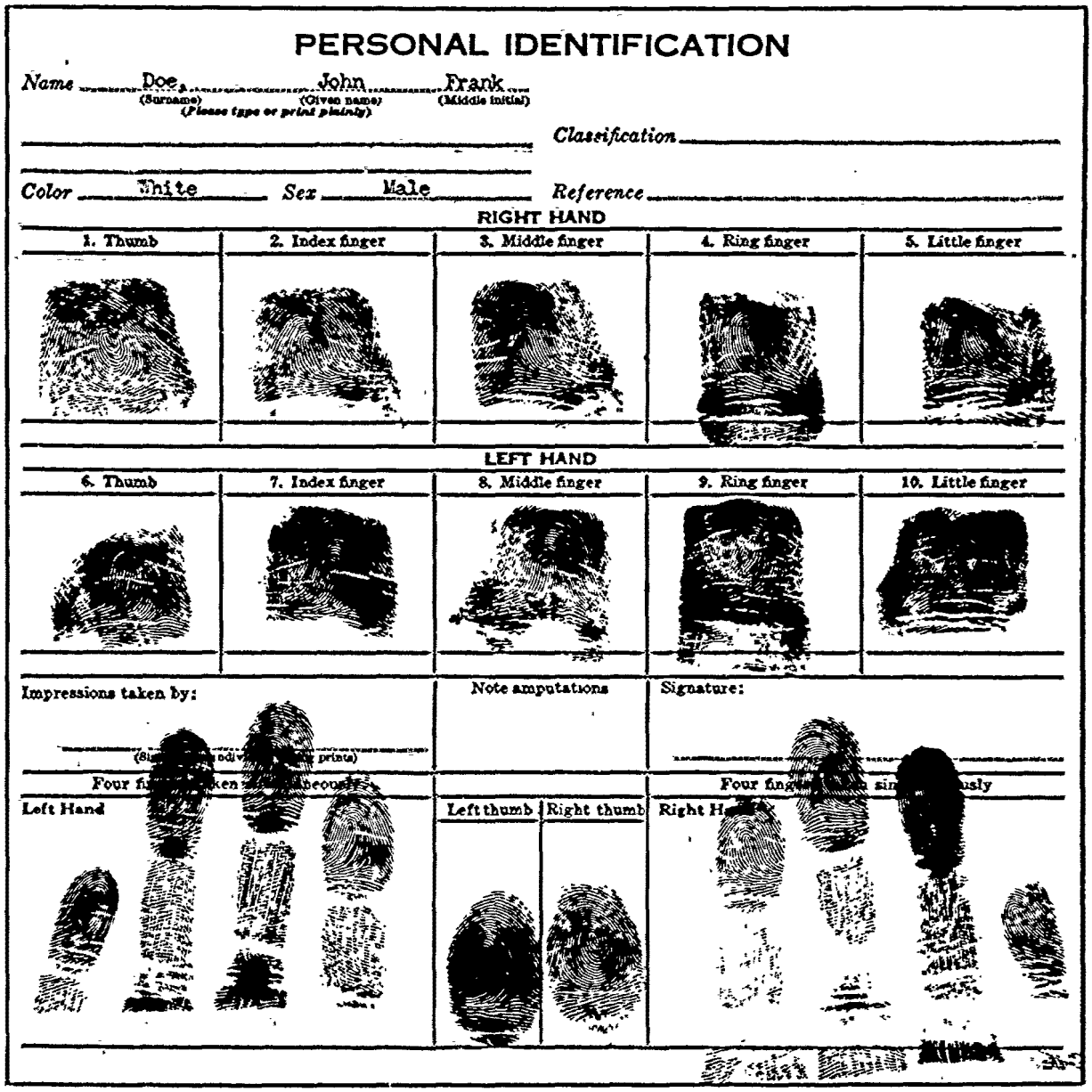
The Federal Bureau of Investigation maintains, in conjunction with its regular alias file, an additional file of nicknames or monickers. The alias nicknames of individuals whose fingerprint cards have been submitted to the FBI since the establishment of the Bureau's Identification Division are contained in this file. The nickname file includes approximately 392 ~~375,~~000 nickname cards and is of value in establishing the identity of criminals who are known to law enforcement agencies only by alias nicknames.

It will sometimes occur that the only clue to a particular bank robbery, holdup or kidnaping is a nickname applied to one of the subjects and used unconsciously by one of his companions during that particular crime. Many of the nicknames are very descriptive, and a great many are very amusing when viewed impersonally. A few of the more interesting nicknames appearing in the file are: Aggravating Papa, Ant Eater, Ash Pan Slim, Barber Shop Fats, Barrel House Shorty, Bughouse Bill, Carbolic Kid, Chew Tobacco Lewie, Cream Puffs, Dill Pickle, Garbage Can Johnie, Jello Roll Blues, Soup House Pete, Belching Blanche, Bowlegged Bessie, Butcher Knife Lizz.

## HOW TO TAKE FINGERPRINTS

In an effort to assist those persons engaged in the taking of fingerprints in connection with the war program and to assist police officers desiring to become skillful in this work, the following data is set out.

The equipment required for taking good fingerprints is so inexpensive that this element is not prohibitive to anyone who desires to take advantage of this important science for identification. The equipment



PERSONAL IDENTIFICATION

Name Doe (Surname) John (Given name) Frank (Middle initial)
(Please type or print plainly)

Classification

Color White Sex Male Reference

RIGHT HAND

1. Thumb | 2. Index finger | 3. Middle finger | 4. Ring finger | 5. Little finger

LEFT HAND

6. Thumb | 7. Index finger | 8. Middle finger | 9. Ring finger | 10. Little finger

Impressions taken by:

Note amputations

Signature:

Four fi ken eous

Four fing sim usly

Left Hand

Left thumb | Right thumb

Right H

Figure 4. Personal Identification Form.

**FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE**

**CIVIL FINGERPRINT CARD**

**FORWARDED FOR PERSONAL IDENTIFICATION PURPOSES ONLY**

FORWARDED BY _____ ADDRESS _____
(Please indicate name of organization or law enforcement agency if not submitted by individual whose fingerprints appear hereon)

Name John Frank Doe
Address 1717 Vine Street
City Newark, New Jersey
Place of birth Newark, New Jersey
Date of birth December 20, 1912
Nationality American

Height 5' 10" Build Slender
Weight 155 Comp. Fair
Eyes Blue Hair Brown
Scars and marks Vaccination scar left arm

REMARKS.—Name and address of nearest relative, or person to be notified in case of emergency:

Mrs. J. F. Doe,
1717 Vine Street,
Newark, New Jersey (Mother)

PASTE
PHOTOGRAPH HERE
(OPTIONAL)

LEAVE SPACE BELOW BLANK

**IMPORTANT—PLEASE INCLUDE ALL REQUESTED DATA**

Figure 5. Civil Fingerprint Card.

consists of a tube of printer's ink, a roller, an inking plate on which the fingers are inked, and possibly a card holder. The last item is not absolutely essential but can be of valuable assistance in holding the fingerprint card in place to prevent blurring. An inking slab also is utilized for the initial distribution of the ink where it is necessary to print a number of persons at the same time. The slab is not considered to be essential where a small number of individuals are to be fingerprinted.

Best results can be expected from the use of printer's black ink, for it dries so rapidly that fresh work can be handled immediately with very little danger of smudging. It is likewise simple to regulate the consistency of printer's ink by warming or using a reducing fluid when the ink is too thick. Plain writing fluid or regular stamp-pad ink is not satisfactory, as prints taken with such inks usually are illegible.

The roller best adapted to fingerprint work is similar to that used by printers in making galley proofs, and its size is a matter to be determined by the individual needs and preference of each operator. The usual one is about 6 inches long and 2 inches in diameter and may be obtained at a printers' supply house.

A good inking plate may be made from a wooden block shaped like a T section of railroad rail with the top covered by any hard, nonporous material such as glass. An ordinary piece of plate glass, however, about one fourth of an inch thick, about 6 inches wide, and 14 inches long usually will suit the purpose well. This inking glass should be elevated to sufficient height to allow the subject's forearm to assume a horizontal position when the fingers are being inked. For example, it may be placed on the edge of a counter or table of counter height. In such a position the operator has greater assurance of avoiding accidental strain and pressure on the fingers and should produce more uniform impressions. If the glass is placed on the edge of the table the subject's fingers which are not being printed can be made to "swing" off the table and will not interfere with the fingerprinting process.

This equipment should be supplemented by cleansing fluids and rags to prepare the subject's fingers and to thoroughly cleanse the slab, roller, and inking plate after each using. Denatured alcohol, benzine, or gasoline is well suited to this purpose, and the failure to use some such cleanser will result in imperfect impressions either devoid of identifying characteristics or possessing false markings caused by lint, dust, or by gummed ink.

Finger impressions should be taken on 8 by 8 inch cards, for this size has been generally adopted because of the facility of filing and the desirability of a uniform medium of exchange. Figure 4 shows fingerprints properly taken on one of the standard personal identification cards furnished by the Federal Bureau of Investigation.

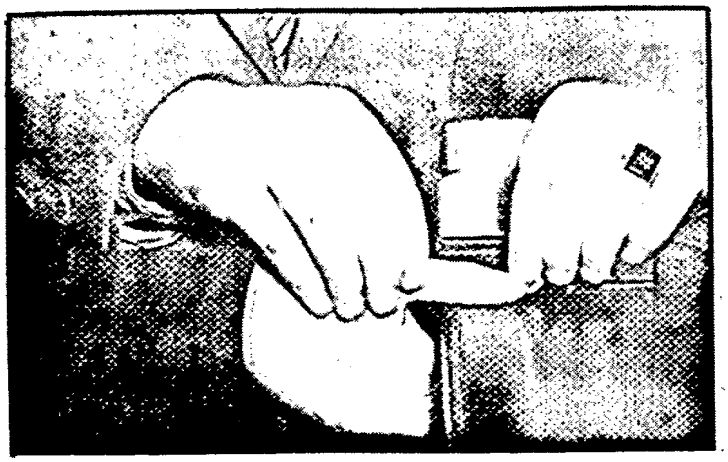


Figure 6.

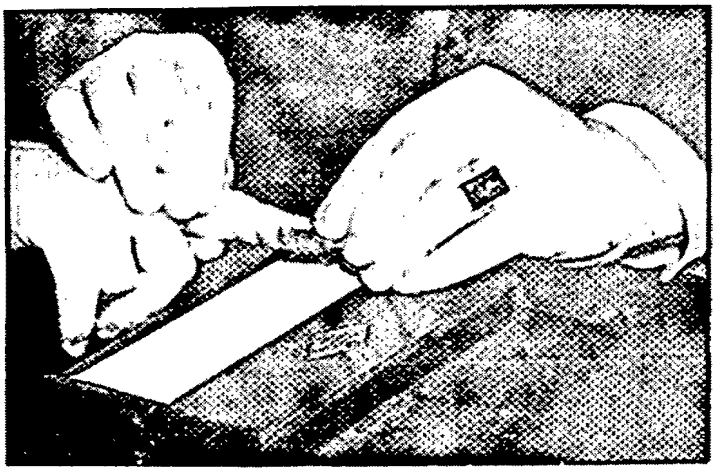


Figure 7.

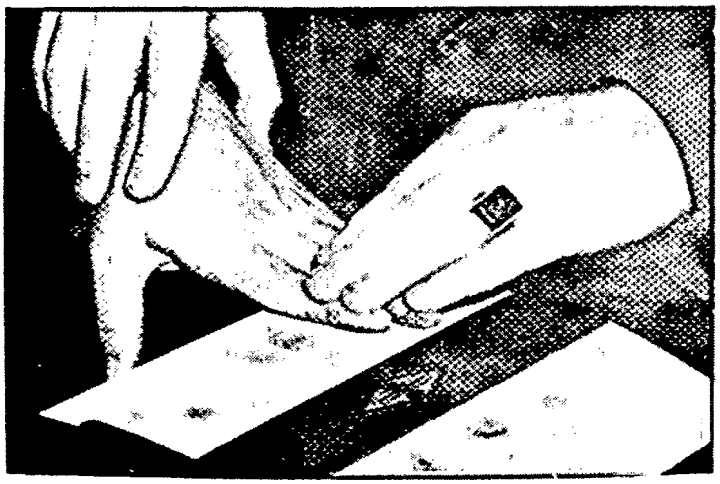


Figure 8.

With

From Figure 4 one may see that there are two types of impressions involved in taking fingerprints. The upper 10 prints are taken individually of the thumb, index, middle, ring, and little fingers of each hand in the order named and are known as "rolled impressions;" the smaller prints at the bottom of the card are taken by simultaneously printing all the fingers of each hand. These are called "plain impressions" and are used as a check upon the sequence of the rolled impressions.

In order to understand the importance of carefully taking the rolled impressions, it must be remembered that the classification of prints involves differentiation by patterns, ridge counting, and ridge tracing, and certain focal points must be included to make classification possible.

When the operator is prepared to take a set of finger impressions, a very small daub of ink should be placed on the glass or inking slab, if one is used, and thoroughly rolled until a very thin, even film covers the entire surface.

The subject should stand in front of and at forearm length from the inking plate. In taking rolled impressions the bulb of the finger is placed upon the inking plate, the plane of the nail at right angles to the plane of the inking plate, and the finger is then turned over or rolled until the bulb surface faces the opposite direction.

Care should be exercised to see that each finger is inked evenly from the tip to below the first joint.

By pressing the finger lightly on the card and rolling in exactly the same manner, a clear, rolled impression of the finger surface is obtained. Best results may be expected by inking and printing each finger separately, beginning with the right thumb and then, in order, the index, middle, ring, and little fingers.

If consideration is given to the anatomical or bony structure of the forearms when taking rolled impressions, more uniform prints will be obtained. The two principal bones of the forearm are known as the radius and the ulnar, the radius being on the thumb side and the ulnar on the little finger side of the arm. As suggested by its name, the radius bone revolves freely about the ulnar as the spoke of a wheel about the hub. To take advantage of the natural movement in making finger impressions the radius should always be made to revolve about the ulnar from the awkward to the easy position. This requires that the thumbs should always be rolled toward and the fingers away from the center of the body. This process leaves the fingers relaxed at the completion of the rolling, and they may be easily raised from the printed surface without danger of slipping and smudging the impressions. Figures 6 and 7 show the proper method of holding a finger for inking and printing a rolled impression.

While the degree of pressure exerted in inking and taking rolled impressions is important, this factor can be best determined by experience and observation. It is quite important, however, that the subject be

cautioned to relax and not attempt to assist by exerting any pressure on the inking surface, for the operator could not then gauge the pressure on the paper, and blurred prints would follow. It is necessary upon occasion to experiment in printing the fingers of certain classes of persons where the ridges may be obliterated or rendered indistinct because of occupational or other factors. The application of the proper amount of pressure with the use of exactly the requisite amount of ink assists in taking good impressions in these cases. Should it be found impossible to obtain satisfactory results because the ridges are worn down, good prints sometimes are obtainable after a week or two elapses, during which the subject is not engaged in his usual occupation, destructive to the ridges.

To obtain "plain impressions" all the fingers of the right hand are pressed lightly on the inking plate and then pressed simultaneously on the lower right-hand corner of the card in the space provided. After the same operation is completed with the left hand, the thumbs of both hands should be inked and printed together in the spaces provided. Figure 8 shows the correct method of taking "plain impressions."

If any fingers of the subject are amputated, the space for the missing finger should be marked "AMP" in order that appropriate allowances may be made in classification. If any of the fingers cannot be printed because of cuts or temporary bandages or burns, its condition should be explained in the empty space provided for that finger; otherwise, the missing impression may mislead the classifier to the conclusion that the finger is amputated.

Care should be exercised to inscribe legibly the subject's name and other prescribed data on the front and back of the card to avoid confusion.

Figure 5 shows the reverse side of a fingerprint card properly filled out with the necessary supplemental data, which often becomes of material assistance in identification work. It is of particular importance that the identity of the "nearest relative" be clearly shown, as well as his address.

## THE FBI LABORATORY

The Federal Bureau of Investigation years ago realized the need for careful consideration of evidence in criminal cases by trained technicians. Acting to meet this need, a laboratory was established in the Fall of 1932 at Washington, D. C., to assist in the current criminal investigations conducted by the FBI's Special Agents and to make available to police and law enforcement officers the scientific aids to criminal investigations. In addition, research work in the police sciences is conducted in the FBI Laboratory in Washington, and numerous contributions to the field of science in law enforcement are made through the FBI Law Enforcement Bulletin.

In addition to making laboratory examinations the FBI will also furnish the experts necessary to testify in connection with the results of their examinations in either State or Federal courts, all without cost to the local law enforcement agency. Scientific evidence or expert testimony as furnished by the Laboratory technicians is not new to law, but its use may be traced to the earliest decisions of our courts.

New applications have been and are daily being found whereby science may assist the courts and juries in reaching proper verdicts, and it is to this end that the facilities of the FBI Laboratory are dedicated.

Aside from its value in assisting in the regular investigative work of the FBI, the examinations being conducted by the Technicians in espionage, sabotage, and national security cases have proved of inestimable value. Examinations occasioned by the war are increasing, and research is being made constantly in the fields of explosives, codes, and many other phases of science to aid in this work. Files dealing with explosives, code words and code writings and writings of subjects in espionage cases have been expanded and are used extensively in national security cases.

The Laboratory is composed of scientists each one of whom is a specialist in his particular field and each of whom has been throughly investigated and whose character, reputation, and integrity are beyond reproach.

The conclusion of the Laboratory technician following his examination of evidence submitted has a distinct twofold value. First, it furnishes the investigator, who is seeking the solution of the criminal case, with definite information concerning the condition of the evidence and the meaning of such condition so that he can use this information as a lead to further inquiry on his part, thus assisting him to uncover all known facts concerning the crime. Second, to the prosecutors, and to the courts, these conclusions of the expert when properly reached by sound and approved methods, furnish conclusive demonstrative evidence of a most desirable kind. The scientific crime detection expert of today prepares to substantiate his findings to the court so that his conclusions may be seen to be indisputable. He has abandoned the older method of relating his opinions only, unsupported by any effort on his part to prove that his opinions are substantial when based upon the physical facts available.

The manner and method of operation of the FBI Laboratory were designed to give to the courts and juries disinterested, judicial, expert testimony. The Bureau experts are not interested in securing convictions, but rather in seeing that justice is done. Their efficiency and status are not judged by the number of convictions, but rather by the skill of the work which they perform.

## FUNCTIONS OF THE LABORATORY

A brief description of the functions of the FBI Laboratory as they relate to the examination of evidence and the value of such evidence when properly interpreted, both to the investigator and to the court, is being set forth hereinafter.

### Blood Examinations

Frequently, stains suspected of being blood are found during investigations of such types of cases as homicides, robberies, criminal assaults, and hit-and-run accidents. Laboratory analysis of such stains is immediately indicated for the purpose of determining whether in fact the stain is blood and any other helpful data concerning it. In the Laboratory it is possible by means of a microchemical or microspectroscopical analysis to first determine whether or not the stain is blood. This test is followed by a biochemical analysis for the purpose of ascertaining the species origin of the blood, in other words, whether it is human or animal, and if from an animal source what particular species. There follows a possible third test, when the amount of stained specimen is adequate, namely, the grouping of the blood. Under the techniques adapted from the established medical procedures for typing blood, it is frequently possible to determine whether the blood in a stain is of the O, A, B, or AB classification.

In conducting this work, the FBI Laboratory has developed a large collection of special testing sera. These sera are manufactured biologically in the Bureau's own Laboratory and permit testing for such animal species as beef, chicken, deer, dog, duck, hog, human, rabbit, and sheep. Investigatively, these tests have a twofold value. If the origin of the blood stain is unknown it can usually be determined. On the other hand, if the suspect attempts to deny his guilt by indicating that the blood on his clothes came from a certain animal, not only is it possible to determine whether or not he has correctly spoken but in the event he has falsified his statements it is possible to ascertain the fact that the blood is human.

### Toxicological Examinations

Toxicology is the science of poisons, and in the FBI Laboratory complete facilities are available for conducting examinations in this field. The analyses may involve the human organs and tissues removed from cadavers in suspected poisoning homicides, or the examination of foods, in liquid or solid form, suspected of containing toxic substances used with criminal intent. Another type of examination in this field involves the analysis of blood samples for toxic gases such as carbon monoxide, and the alcoholic content of the blood or urine or spinal fluid or other body products.

### Firearms Identification

Perhaps the examination most usually made in connection with

Firearms Identification is that examination conducted in an effort to determine whether a bullet or a cartridge case recovered at the scene of some crime, or bullets removed from the body of a victim, were fired in the weapon of some suspect. The Firearms Identification Section has available trained experts and specialized equipment necessary for making this type and many other types of examinations.

(A booklet entitled "Firearms Identification" covering this phase of work in detail has been prepared by the FBI and is available to law enforcement officials for official use only.)

## Bombs and Explosives

A great number of cases are investigated by Special Agents of the FBI involving explosions in industrial plants to determine if sabotage has been committed or whether the explosion was caused by other means. Bombs and explosives are favorite weapons of saboteurs and for that reason the FBI Laboratory conducts research in this field. A file is maintained in the Laboratory recording in detail all available information relative to bomb cases and the methods of construction of all types of bombs.

There is also maintained a file of dynamite wrappers, blasting caps, and fuses in order that these known standards may be available for comparison with materials which may be received for examination in bomb and explosive cases. EXPLOSIVES MAY BE SENT TO THE FBI LABORATORY FOR EXAMINATION ONLY AFTER PRIOR AUTHORIZATION HAS BEEN OBTAINED IN EACH INDIVIDUAL CASE.

## Tool Marks

Closely akin to the examination made to determine whether a given bullet was fired in one particular gun is the examination made to determine whether tool marks left on various pieces of evidence were made by a particular tool in question. Other examinations of this type are those to determine whether a jimmy or pinch bar was used to pry open some lock, whether a particular hammer was used in breaking a safe dial, whether a certain wrench was used in removing bars or pipes, and any number of similar examinations.

## Number Restoration

Frequently the restoration of an obliterated serial number may be of material value in tracing the ownership of a suspect weapon or the ownership of an automobile suspected of having been stolen or other items such as firearms. The chemical treatment necessary in restoring such obliterated numbers is carried out in the FBI Laboratory.

## Glass Fractures

In this Section of the Laboratory every conceivable type of glass fracture examination is made. Particular attention is given to the

examination of headlight lens fragments recovered at the scenes of hit-and-run accidents. The Laboratory has a complete file of headlight lens data covering lenses for all automobiles manufactured ~~between the years~~ from 1930 to the present time. ~~1947, inclusive.~~ From an examination of relatively few fragments from a broken lens, it is often possible to determine the make and model of the automobile for which the lens was designed.

## Document Examination

One of the oldest known police sciences is document identification. Literature on the subject shows that its use dates back well into the nineteenth century.

In order to accomplish the large volume of document identification work received, the FBI Laboratory maintains a staff of document experts who are engaged exclusively in this work. These examinations include handwriting comparisons, hand lettering comparisons, examinations of typewriting, examinations of printed matter, paper comparisons, examinations of erasures and alterations, examinations of obliterated and secret writing, examinations of codes and ciphers, examinations of bogus checks, and any other types of examinations which may be conducted upon documentary evidence of any nature. The document experts are working day and night on espionage writings which involve the breaking of codes of all kinds in use by foreign agents and the restoration of secret ink writings. The files of code words, code writings, and writings of subjects in espionage cases have proven of inestimable value in breaking up spy rings. The handwriting experts are trained over a long period of time in the FBI Laboratory and subsequently testify in the criminal courts throughout the country in connection with the examinations which they have made.

The FBI Laboratory is glad to conduct handwriting and handprinting examinations for any law enforcement agency. Other types of document examinations including examinations of typewriting, printed matter, paper comparisons, examinations of erasures and alterations, examinations of obliterated and secret writing, examinations of codes and ciphers, and of fraudulent checks are of course available and comprise a large amount of the heavy volume of work performed by the document section. Wartime needs have greatly expanded the number of examinations conducted in this section. Enlarged charts are prepared for courtroom presentation clearly marked so the court may graphically see the facts of the expert's testimony.

Numerous central files have been built up in the ~~Technical~~ FBI Laboratory of material received from all parts of the United States. Of these files, the central file of anonymous writings and the fraudulent check file have proven their worth many times over.

46

The fraudulent check file contains ~~at present approximately 5,717 checks~~ many thousands of checks representing ~~the work of over a thousand different~~ over 8,000 different cases involving forgers and check flashers from all parts of the country. These are available for comparison with fraudulent checks submitted by contributors in an attempt to

(50)

learn the identity of the check passer.

*The file contains over 19,000 check signatures, and comparisons can be made of the signatures and endorsements as well as the form or style of checks received from contributors with those maintained in this file. Any mechanical writing such as that made by a check protector, typewriter, rubber stamp, or printed type, may be compared with similar mechanical writings on checks maintained in the fraudulent check file.*

There are also maintained in the document section of the Technical Laboratory a watermark index containing descriptions of nearly 40,000 watermarks appearing in paper, a file of typewriter standards containing original specimens of typewriting made on different typewriters manufactured in the United States and abroad, a file of rubber stamps and rubber stamp sets and a file of standard check protector impressions. All of these central files are available to contributors in connection with document examinations made for them of material submitted.

## Microscopy

In the section devoted to microanalysis, those bits of evidence usually so small they can hardly be seen are examined by skilled technicians using high-powered microscopes. Microscopic analysis here resolves itself into several different types of work.

The study of hairs and fibers constitutes an important phase of microscopic work. For conducting hair examinations the technicians have the following equipment: research microscopes, high-power comparison microscopes, low-power binocular microscopes, optical micrometers, camera attachments for taking photomicrographs, precision rotary microtomes, and hand microtomes.

A large reference collection of different animal hairs has been prepared on microscope slides consisting of cross-sections and longitudinal mounts. For determining the color of human hair the Laboratory has made a set of known standards consisting of ~~28~~ *dozens of* different shades of human hair mounted on microscope slides.

A standard collection of cords and rope samples is available. Examinations are conducted also on all types of fibers including fabrics, adhesive tapes, cordage, and synthetic products such as the various rayons.

Another type of microscope work is that of petrography. Petrography is that branch of the science of geology which deals with identification and classification of rocks and rock forming minerals.

## Examinations of Motor Oils and Lubricants

During war one known method of sabotage is the tampering with oil used in motors of airplanes and other war machines. The Bureau's Laboratory is equipped to conduct examinations on motor oils and lubricants, the purpose of these examinations being to determine whether foreign materials have been introduced into the oil or lubricant which will be detrimental to the functioning of a motor or which caused the motor to stop.

Part of the examination includes the determination of the lubricant's properties - viscosity, flash point, fire point, and specific gravity. The results of these determinations are then compared with the specifications given for new oil of similar type. All oil specimens submitted are centrifuged and the solid material thus collected is microscopically examined, the purpose being to determine whether or not abrasive material has been added.

## Metallurgical Examinations

Metallurgy is a science and art which deals with the separation of the metals from their ores and the shaping of them for use in industry.

In regular criminal investigations and national security investigations there are often found odd bits of metal which when properly studied by a skilled technician may have a great significance in the ultimate solution of a case -- the identification of a piece of wire, for instance, with wire from a known source, or the metal trigger used to make up a bomb mechanism conceivably traced to a piece of metal stock in the home workshop of the criminal.

## Spectrography

In a large number of cases examined in the ~~Bureau's Technical~~ *FBI* Laboratory, the amount of material is too small to permit a complete chemical examination and in many instances the material is so minute in quantity that it fails to respond to chemical tests. The recent adaptation of spectrographic analysis to the problems of crime detection has provided a means for analyzing extremely small bits of evidence, a factor which is of tremendous value and importance in many criminological cases.

The spectrograph is being used extensively in sabotage and a wide variety of other cases by the Bureau's experts. In order that law enforcement agencies may be fully apprised of the types of examinations that can be conducted in the Bureau's spectrographic laboratory, a few of the more common ones will be listed. It is to be understood, however, that this list does not include all types of examinations made by the Bureau's spectrographers as this list is supplemented very frequently where examinations are requested which require analyses of extremely small samples.

Paint Comparisons → center

Numerous requests are received for examinations of this type, particularly in hit-and-run cases, automobile accidents, burglaries, (where various tools are often submitted with a request that the small adhering flecks of paint be compared with the known paint from the building) and in many other violations where small amounts of paint are involved. *The National Automotive Paint File, which contains specifications on the paints used by various automobile manufacturers, has been of particular value in hit-and-*
Bank and Safe Robberies *run cases.*

In many cases the spectrograph has proved indispensable in the examination of hammers alleged to have been used to knock off safe dials. Fragments of plaster removed from a drill can be compared with plaster from the wall around a safe.

Cutting and Sawing Instruments → center

The experts in the ~~Technical~~ *FBI* Laboratory examine instruments that are submitted and suspected of having been used to saw or cut another metal object, such as a hacksaw blade suspected of cutting a gas line on an airplane in such a way as to cause its crash and burning, or a pocketknife suspected of slitting a screen making access to a building possible.

Bomb Analysis → center

Fragments of bombs and residue from explosions lend themselves to spectrographic analysis.

Glass → center

Where only extremely small fragments of glass are available, spectrographic analysis may be used to compare fragments with certain known specimens submitted.

General Metal Examinations → center

The spectrograph is of value when information is requested regarding the presence of impurities in a metal or where the request is made to ascertain if two pieces of metal are of the same composition.

Each specimen of evidence submitted for spectrographic examination to the FBI Laboratory should be wrapped individually and great care should be exercised to see that these articles reach the Bureau in their original condition. All precautions should be taken to insure against contamination of the samples at the time they are taken as careful consideration is always given to the impurities present when the specimens are analyzed.

## Microchemistry

Frequently a bit of evidence too small for the usual chemical

treatment must be analyzed and the newer science of microchemistry becomes a valuable aid in the FBI Laboratory. Essentially, microchemistry is the application of an established chemical process on a microscopic basis. In this work tiny crucibles, test tubes, distillation glassware, all on a very miniature scale are utilized. An example of practical application is the analysis of a tiny grain of coal to determine its general classifications.

### Special Photography

In addition to the routine photography consisting of copying work and the preparation of pictures of evidence, the FBI is constantly doing research on special problems of photography in crime detection. The use of photography in national security investigations as well as regular criminal cases has been of extreme value. In espionage cases through the use of the camera it is sometimes possible to obtain in detail photographs of the activities of the espionage agents which of course are of great assistance as proof in the trial of the case.

### Miscellaneous Laboratory Examinations

In certain cases, it may be desirable to have botanical analyses, crude drug analyses, drug prescription analyses, spectacle prescription analyses, and miscellaneous examinations covering various forms of evidence. Technical equipment is available for conducting such unclassified examinations when the occasion may arise.

There are available reference collections of the trademarks and designs of sole and heel treads of rubber footwear manufactured in the United States, consisting of over ~~a~~ two thousand such specimens. ~~Over 4,100~~ Approximately 4,400 drawings and blueprints of tire tread designs comprise another valuable collection which often permits an identification as to the kind of automobile tire track left at the scene of a crime.

X-ray equipment, sources of ultra-violet, infra-red, and other special lighting are available for examination purposes.

Electrical and radio apparatus is constructed and serviced with the use of high precision testing equipment, such as frequency oscillators, all-wave communications receivers, oscillograph, vacuum tube checking apparatus, and accurate resistance measurement devices. Another unit, namely the oxygen-acetylene torch, is used by the technicians in the study of metals and their characteristics. There is no end to the possibilities of the application of the sciences to crime detection.

## COLLECTION, IDENTIFICATION, AND TRANSMITTAL OF EVIDENCE TO THE FBI ~~TECHNICAL~~ LABORATORY

In transmitting evidence to the FBI Laboratory for examination, it is desirable that a cover letter be prepared in duplicate. This letter should be addressed to the Director, Federal Bureau of Investigation, Wash-

ington, D. C., "Attention FBI Laboratory." The name of the subject and victim in the case as well as the criminal classification thereof should be furnished. The letter should describe, in detail, the evidence which is desired. There should be set forth any facts which may be helpful or pertinent to the technical examination, for instance, information as to the symptoms and actions of a person before death who was believed to have been poisoned. If the evidence is of such a nature that it may be readily attached to the letter, it may be so transmitted. If, on the other hand, it is of a bulky nature, it should be sent in an appropriate package under separate cover.

In the handling of evidence of this nature, there are several general considerations that are quite applicable to all types of evidence. Consideration should first be given to the preparation and shipping of the evidence to avoid contamination or other change. This contamination may constitute spoilage or the picking up of alien material in contact with other materials or other changes in the evidence. The second consideration is the proper identification of the evidence in such a manner that it can be recognized and adequately introduced into court. The identification of evidence does not necessarily mean that it must be marked by all persons handling it. It is rather essential that persons handling it become so thoroughly acquainted with it and with distinct features or marks upon it that they can positively recognize it at a later date. If the above considerations are kept carefully in mind, all evidence will be properly handled. Due to the great variety of such evidence, it is not possible to list in detail the specific application for each definite type of evidence, but a few of the ones more frequently arising in criminal investigations are set forth below. *[A chart summarizing the manner in which various types of evidence should be forwarded to the FBI Laboratory for examination is available to law enforcement agencies upon request.]*

Blood Tests - Several different kinds of evidence may be found which may be subjected to subsequent blood tests. The principal of these perhaps is clothing. Clothing containing suspected bloodstains should be first allowed to thoroughly dry without heat or artificial drying methods. The next step would be to securely affix to each piece of clothing a tag containing all identifying data. The clothing must then be wrapped; each piece separately, in clean wrapping paper so that there may be no contamination of one piece by the other. If the bloodstain is on other material and the same is of a nature that the whole object or article can be taken and transmitted to the Laboratory, then it should be identified and shipped in a manner similar to that already described. If the stain is on a substance which cannot be removed and shipped, then it is necessary to scrape an adequate portion of the same. This scraping should include in some instances an amount of the material itself upon which the stain appears. For instance, the scraping from a wood floor would include particles of wood dug from beneath the surface of the stain itself. Such scrapings should be placed in a dust-proof box of the ordinary pill box type obtainable at any drug store and the edges sealed with scotch tape or similar material. The identification data can then be placed on the cover of the box. Scrapings obtained from different locations should, of course, be placed in separate containers. Samples of fresh or fluid blood should be transmitted in clean

glass tubes securely sealed and packed in absorbent cotton and forwarded separately to the FBI by air mail special delivery.

Toxicological Specimens - Vital organs of the human body removed by the autopsic physician should be separately placed in clean glass containers with glass tops. No preservative should be added. If the preservative has already been introduced into the body, a sample of the embalming fluid should accompany the shipment for test purposes. Foodstuffs or liquids to be tested for poisons should be submitted in the original container in which they are found if possible and, if not, then a quantity thereof should be placed in a suitable clean and leak-proof container. In all instances, be sure the package is properly labeled.

Documents - The questioned document whether it be an anonymous letter, a bad check or other such form is probably best not marked for identification especially where any fingerprint examination is to be made on the article. Place it in a cellophane envelope in order to protect it against handling and include in the envelope a slip of paper, bearing marks of identification, clipped to the document itself.

Hairs, Fibers, Etc. - Tiny particles of evidence consisting of hairs and fibers for microscopic examination, and dust samples, specks of paint and other substances for spectrographic or petrographic analyses, require intelligent handling and shipping. If not properly handled they frequently escape through the cracks of the envelope or package and are lost in shipment. It is usually satisfactory to collect such tiny specimens in dust-proof pill boxes which are subsequently sealed with sealing tape. The identifying data can be placed on the cover. Again each type of specimen from different places or locations should be placed in separate containers. Fingernail scrapings should be placed in separate containers. Fingernail scrapings should be separated into containers for each finger. An alternate method of packing these small particles is sometimes found more convenient for mailing and is accomplished as follows: place the tiny fragments of evidence in the center of a clean square piece of white paper. This paper is then folded several times with what is known as the druggist's fold for powder prescriptions. This folding is done in such a manner that there are no cracks or openings through which the evidence can sift. Identification data may then be written on the outside of the package, after which it is sealed and placed within a small envelope and transmitted with the cover letter.

Oil Samples - In testing lubricating oils for the detection of materials introduced with criminal intent, it is essential that there be furnished an adequate specimen which is usually one quart. This sample should be made representative by stirring the entire draining of lubricating oil before pouring. If any heavy residue remains at the bottom, a sample of this should also be furnished.

Plaster or Moulage Casts - Plaster or moulage casts are usually fragile and should be carefully packed in cotton or other protective materials before shipping.

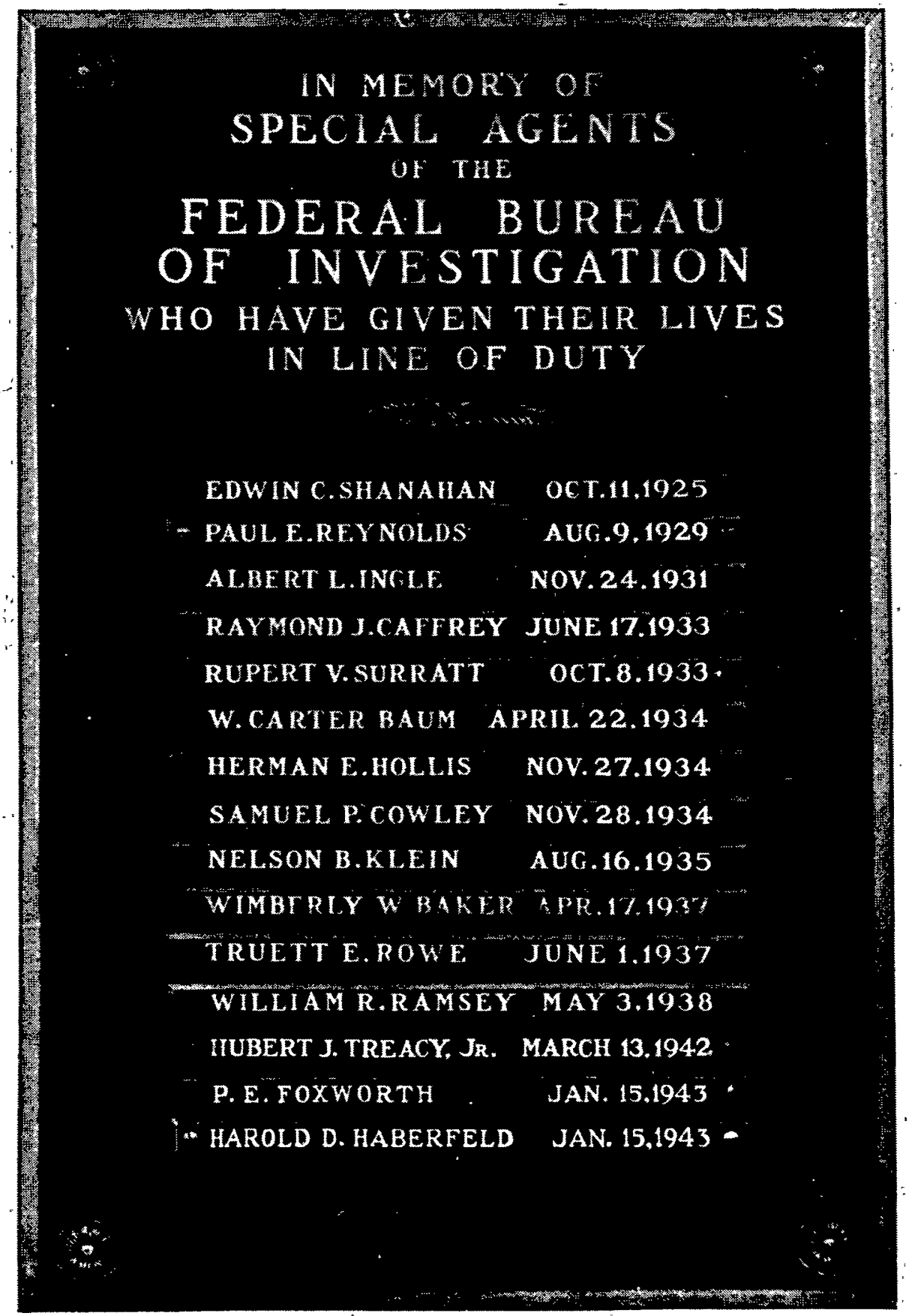
Type entire page

## THE FBI LAW ENFORCEMENT BULLETIN

"The FBI Law Enforcement Bulletin" which is sent ~~monthly~~ to all law enforcement agencies who contribute fingerprints to its Identification Division lists the names, aliases, descriptions, fingerprint classifications, and a reproduction of one finger impression of wanted fugitives in aggravated state crimes, together with the names and addresses of law enforcement agencies to be notified in the event the fugitives are located. The Bulletin is also used as a medium for the dissemination of scientific information of interest to peace officers and as a forum for the expression of ideas furthering cooperation and modern methods of crime detection.

## UNIFORM CRIME REPORTING

*Approximately 3,125* ~~More than 2,940~~ police departments throughout the United States, representing a population area of over *72,625,000* make monthly and annual reports to the Bureau concerning offenses known and offenses cleared by arrest, and the number of persons held for prosecution. In addition, reports are received from more than *2,300* sheriffs' offices, State Police organizations, and agencies in territories and possessions of the United States. The total number of participating law enforcement agencies is approximately *5,450* ~~5,300~~ and the information forwarded together with the data compiled from the fingerprint cards received in the Bureau makes possible the collection of comparable crime statistics on a nation-wide scale. These statistics are issued semiannually in a bulletin known as "Uniform Crime Reports" which is sent to law enforcement officials.




BRONZE PLAQUE COMMEMORATING THE MEMORY OF SPECIAL AGENTS OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WHOSE LIVES WERE SACRIFICED IN LINE OF DUTY.

BRING UP-TO-DATE

Field Division Offices
FEDERAL BUREAU OF INVESTIGATION
United States Department of Justice

| OFFICE | MAIL AND TELEGRAPHIC ADDRESS | PHONE NUMBER |
|---|---|---|
| 1 Albany 7, New York | 707 National Savings Bank | 5-7551 |
| 2 Anchorage, Alaska | Federal Building | Main 521 |
| 3 Atlanta 3, Georgia | 501 Healey | Walnut 3605 |
| 4 Baltimore 2, Maryland | 800 Court Square | Lexington 6700 |
| 5 Birmingham 3, Alabama | 300 Martin Building | 4-1877 |
| 6 Boston 9, Massachusetts | 100 Milk Street | Liberty 5533 |
| 7 Buffalo 2, New York | 400 U. S. Court House | Madison 1200 |
| 8 Butte, Montana | 302 Federal | 2-2304 |
| 9 Charlotte 2, N. C. | 914 Johnston | 3-4127 |
| 10 Chicago 3, Illinois | 1900 Bankers' | Randolph 2150 |
| 11 Cincinnati 2, Ohio | 637 U. S. Post Office & Court House | Cherry 7127 |
| 12 Cleveland 13, Ohio | 900 Standard | Prospect 3550 |
| 13 Dallas, Texas | 1318 Mercantile Bank Bldg. | Riverside 6101 |
| 14 Denver 2, Colorado | 518 Railway Exchange | Main 4335 |
| 15 Des Moines 9, Iowa | 739 Insurance Exchange | 3-8618 |
| 16 Detroit 26, Michigan | 906 Federal | Randolph 2905 |
| 17 El Paso, Texas | 202 U. S. Court House | Main 1711 |
| 18 Grand Rapids 2, Mich. | 715 Grand Rapids National Bank | 6-5337 |
| 19 Honolulu 16, Hawaii | 206 Dillingham | 4977 |
| 20 Houston 2, Texas | 1212 Esperson | Charter 4-6061 |
| 21 Huntington, W. Va. | 700 West Virginia | 2-9366 |
| 22 Indianapolis 4, Indiana | 327 Federal | Market 6415 |
| 23 Jackson 1, Mississippi | 700 Mississippi Tower | 3-5221 |
| 24 Kansas City 6, Missouri | 707 U. S. Court House | Victor 4686 |
| 25 Knoxville 02, Tennessee | 407 Hamilton National Bank | 4-2721 |
| 26 Little Rock, Arkansas | 445 Federal | 2-3158 |
| 27 Los Angeles 13, Calif. | 900 Security | Madison 7241 |
| 28 Louisville 2, Kentucky | 633 Federal | Wabash 8851 |
| 29 Memphis 3, Tennessee | 2401 Sterick | 5-7373 |
| 30 Miami 32, Florida | 1300 Biscayne | 9-2421 |
| 31 Milwaukee 2, Wisconsin | 735 U. S. P. O., Cust. & Ct. House | Daly 4684 |
| 32 Newark 2, New Jersey | 1836 Raymond-Commerce | Market 2-5613 |
| 33 New Haven 10, Connecticut | 510 The Trust Company | 7-1217 |
| 34 New Orleans 12, Louisiana | 1308 Masonic Temple | Canal 4671 |
| 35 New York 7, New York | 234 U. S. Court House, Foley Square | Rector 2-3515 |
| 36 Norfolk 10, Virginia | 411 Flatiron | 4-5441 |
| 37 Oklahoma City 2, Okla. | 940 First National | 2-8186 |
| 38 Omaha 2, Nebraska | 629 First National Bank | Jackson 8220 |
| 39 Philadelphia 7, Pa. | 500 Widener Building | Rittenhouse 5300 |
| 40 Phoenix, Arizona | 307 W. C. Ellis | 4-7133 |
| 41 Pittsburgh 19, Pa. | 620 New Federal | Grant 2000 |
| 42 Portland 5, Oregon | 411 U. S. Court House | Broadway 1167 |
| 43 Providence 3, R. I. | 510 Industrial Trust Co. | Dexter 1991 |
| 44 Richmond 19, Virginia | 601 Richmond Trust | 7-2631 |
| 45 Saint Louis 1, Missouri | 423 U. S. Court House & Custom House | Chestnut 5357 |
| 46 Saint Paul 1, Minn. | 404 New York | Garfield 7509 |
| 47 Salt Lake City 1, Utah | 301 Continental Bank | 5-7521 |
| 48 San Antonio 6, Texas | 478 Federal | Garfield 4216 |
| 49 San Diego 1, Calif. | 728 San Diego Trust & Savings Bank | Main 3044 |
| 50 San Francisco 4, Calif. | One Eleven Sutter, Room 1729 | Yukon 2354 |
| 51 San Juan 21, Puerto Rico | 508 Banco Popular | 1971 |
| 52 Savannah, Georgia | 305 Realty | 3-3026 |
| 53 Seattle 4, Washington | 407 U. S. Court House | Main 0460 |
| 54 Sioux Falls, S. D. | 400 Northwest Security National Bank | 2885 |
| 55 Springfield, Illinois | 1107 Illinois | 2-9675 |
| 56 Syracuse 2, N. Y. | 708 Loew Building | 2-0141 |
| 57 Washington 25, D. C. | 1435-37 K Street, N. W. | Republic 5226 |

# ENVELOPE

# EMPTY

DocLab Note

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 2
Page 6 ~ Duplicate 62-HQ-21440 Ser 1107X
Page 53 ~ Duplicate 62-HQ-21440 EBF 1134

FBI File No. 62-HQ-21440
Informational Brochure Concerning
The Federal Bureau of Investigation

Enclosure Behind File (EBF)
EBF 1614 - Section 1

5"



QUESTIONED KNOWN

Photograph Taken through Comparison microscope showing stress lines on edges of broken glass

75-9795

Substitute for #9

Call R.A. FRAZIER ON EX 760
For data.

62-31440-1614

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

## DESCRIPTION

NEGATIVES

DOC LAB NOTE

# ITEM (S)

# CAN NOT

# BE SCANNED

## DESCRIPTION

Booklet

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

# LABORATORIO DEL FBI



JOHN EDGAR HOOVER
Director

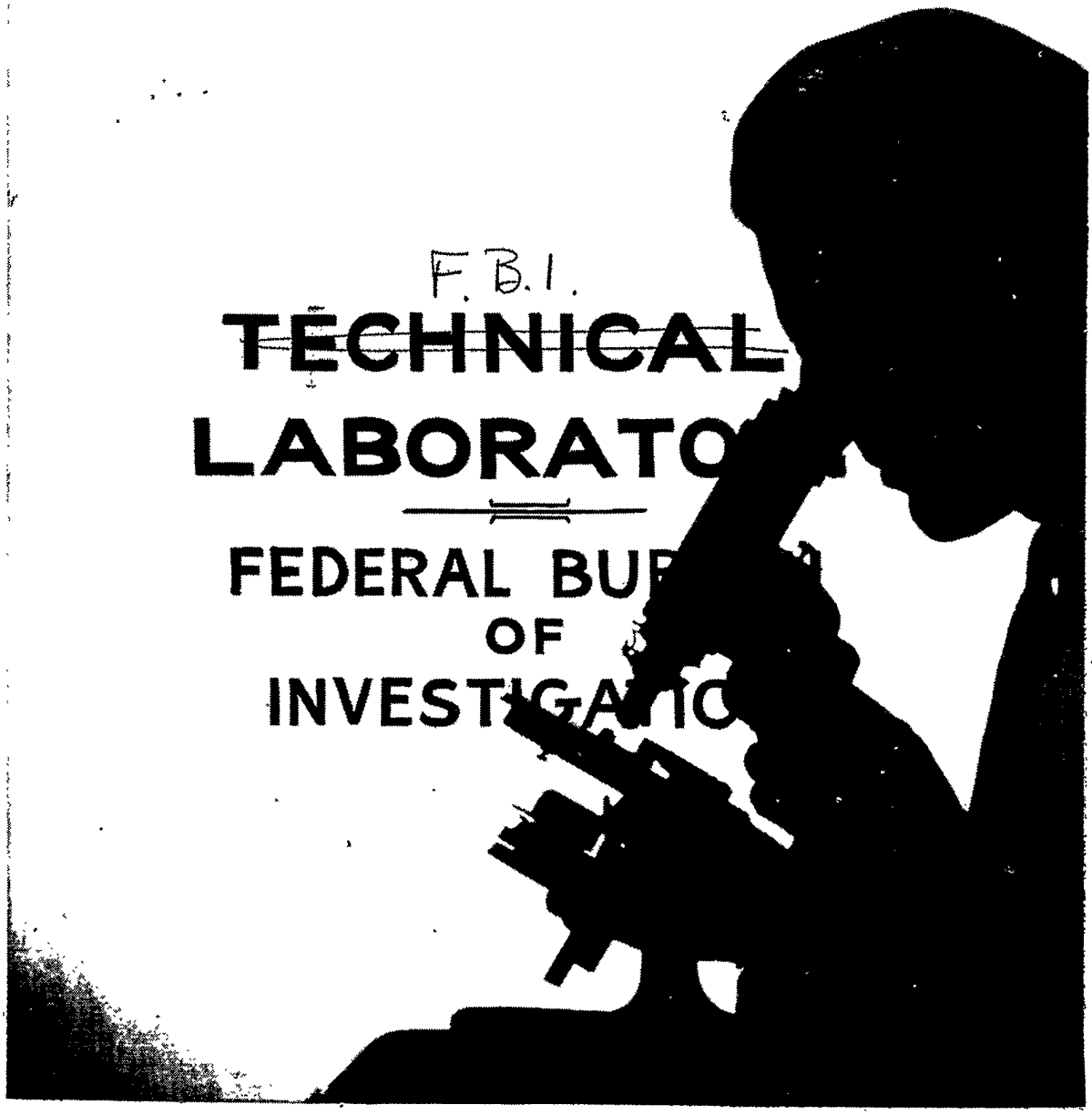
INDEXED IN
PUBLICATION
FILES

1-31 1 1 - 1614

F.B.I.

# TECHNICAL LABORATORY

## FEDERAL BUREAU OF INVESTIGATION



# FEDERAL BUREAU OF INVESTIGATION
# UNITED STATES DEPARTMENT OF JUSTICE

*JOHN EDGAR HOOVER, DIRECTOR*

67-21445-1624

[illegible] ED IN
[illegible] LICATION
[illegible] ES

F. B. I.

# ~~TECHNICAL~~ LABORATORY




FEDERAL BUREAU OF INVESTIGATION

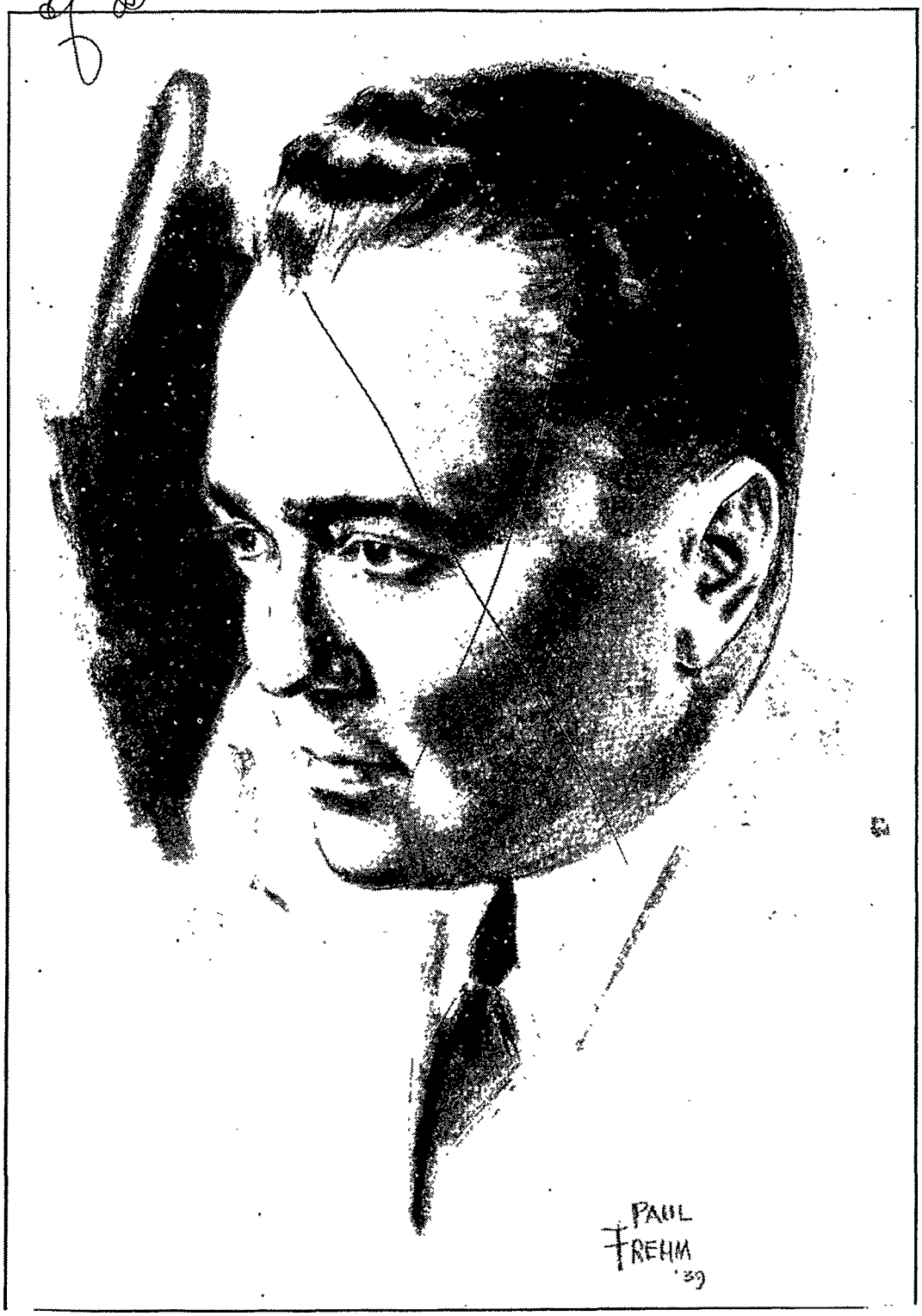
UNITED STATES DEPARTMENT OF JUSTICE

JOHN EDGAR HOOVER, DIRECTOR

~~January 2, 1942~~

Increase new photo of Director

(1)




JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

# THE ~~TECHNICAL~~ F.B.I. LABORATORY ~~OF THE FBI~~

by

JOHN EDGAR HOOVER

The Federal Bureau of Investigation of the United States Department of Justice years ago realized the need for careful consideration of evidence in criminal cases by trained technicians. Acting to meet this need, a Technical and Research Laboratory was established in the Fall of 1932 at Washington, D. C., to assist in the current criminal investigations conducted by the FBI's Special Agents and to make available to police and law enforcement officers the scientific aids to criminal investigations. In addition, research work in the police sciences is conducted in the ~~Bureau's Technical~~ F.B.I. Laboratory at Washington and numerous contributions to the field of science in law enforcement are made through the FBI Law Enforcement Bulletin.[1]

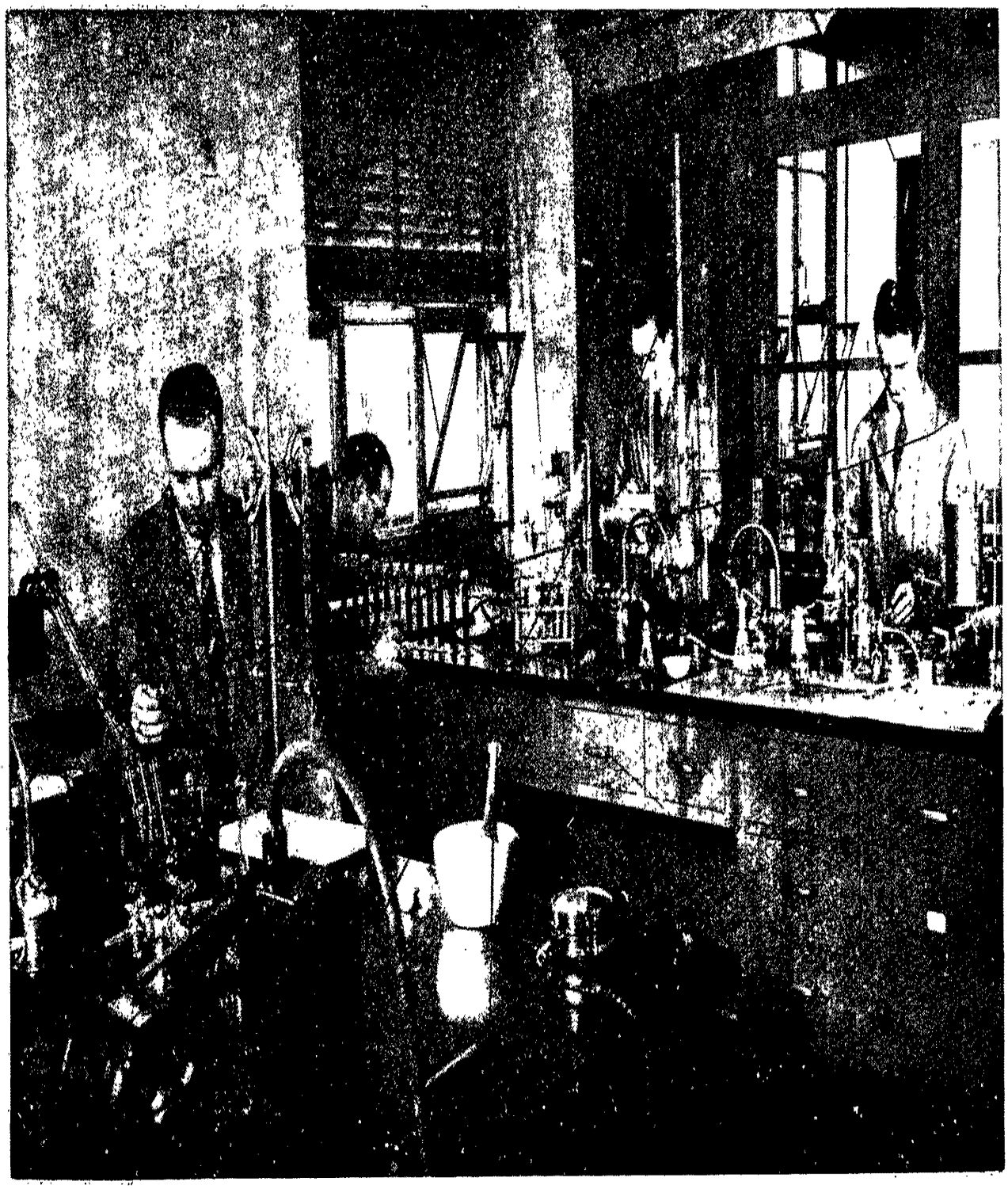
In addition to making the examinations ~~in the Technical Laboratory~~ the FBI will also furnish the experts necessary to testify in connection with the results of their examinations in either State or Federal courts, all without cost to the local law enforcement agency. Scientific evidence or expert testimony as furnished by the Laboratory technicians is not new to law today, but its use may be traced to the earliest decisions of our courts.[2]

New applications have been and are daily being found whereby science may assist the courts and juries in reaching proper verdicts, and it is to this end that the facilities of the FBI Laboratory are dedicated.

---

[1] See Page 31.

[2] Lord Mansfield in Folkes vs. Chodd et al, Court of Kings Bench, 1782, 3-Doug. 157 said, "In matters of science the reasonings of men of science can only be answered by men of science. ***** In matters of science no other witnesses can be called. ***** Handwriting is proved every day by opinion. ***** Many nice questions may arise as to forgery and as to the impressions of seals; whether the impression was made from the seal itself, or from an impression in wax. In such cases I can not say that the opinion of seal makers is not to be taken ***** ."



Technicians Analyzing Evidence at the Technical Laboratory of the
Federal Bureau of Investigation

The laboratory is composed of scientists each one of whom is a specialist in his particular field and each of whom has been thoroughly investigated and whose character, reputation and integrity are beyond reproach.

The conclusion of the laboratory technician following his examination of evidence submitted has a distinct twofold value. First, it furnishes the investigator, who is seeking the solution of the criminal case, with definite information concerning the condition of the evidence and the meaning of such condition so that he can use this information as a lead to further inquiry on his part, thus assisting him to uncover all known facts concerning the crime. Second, to the prosecutors and to the courts, these conclusions of the expert when properly reached by sound and approved methods, furnish conclusive demonstrative evidence of a most desirable kind.[3] The scientific crime detection expert of today prepares to substantiate his findings to the court so that his conclusions may be seen to be indisputable. He has abandoned the older method of relating his opinions only, unsupported by any effort on his part to prove that his opinions are substantial when based upon the physical facts available.

As the laboratory expert rises in distinction, and increasingly gains the confidence of the investigators, the prosecutors, and the court, his testimony will have an even greater value than at present. Of course, he must be of unquestionable character and unbiased, so that after a disinterested methodical

---

[3] Senator Verplanck, in Mayor, etc., of City of New York vs. Pentz, 24 Wend. (N.Y.) 668 (1840): ".... Opinion is admitted when a jury is incompetent to infer without the aid of greater skill than their own, as to the probable existence of the facts to be ascertained, or the likelihood of their occurring from the facts actually proved before them. Indeed it would be more logically accurate to say that mere opinion, even of men, professional or expert, is not admissible as such; but that facts having been proved, men skilled in such matters may be admitted to prove the existence of other more general facts or laws of nature, or the course of business, as the case may be, so as to enable the jury to form an inference for themselves. Thus the existence of certain appearances in the dead body having been proved, the chemist testifies that such appearances invariably or generally indicate the operation of some powerful chemical agent. His scientific opinion is in fact his testimony to a law of nature. All these are testimonies to general facts which the jury can ascertain in no other way, and which when proved afford them the means of drawing their own conclusions from the whole mass of testimony taken together."

study of the evidence (a study often made at a place remote from the scene of crime), ~~and without any knowledge of extraneous facts in the case which at times might tend to affect his best judgment,~~ he can arrive at a conclusion as to the existing conditions and interpret them in the best interest of justice.

The manner and method of operation of the FBI ~~Technical~~ Laboratory were designed to give to the courts and juries disinterested, judicial, expert testimony. The Bureau experts are not interested in securing convictions, but rather in seeing that justice is done. Their efficiency and status are not judged by the number of convictions, but rather by the skill of the work which they perform.

## FUNCTIONS OF THE LABORATORY

A brief description of the functions of the FBI ~~Technical~~ Laboratory as they relate to the examination of evidence and the value of such evidence when properly interpreted, both to the investigator and to the court, is being set forth hereinafter.

### Blood Examinations

Frequently, stains suspected of being blood are found during investigations of such types of cases as homicides, robberies, criminal assaults and hit-and-run accidents. Laboratory analysis of such stains is immediately indicated for the purpose of determining whether in fact the stain is blood and any other helpful data concerning it. In the Laboratory it is possible by means of a microchemical or microspectroscopical analysis to first determine whether or not the stain is blood. This test is followed by a biochemical analysis for the purpose of ascertaining the species origin of the blood, in other words, whether it is human or animal, and if from an animal source what particular species. There follows a possible third test, when the amount of stained specimen is adequate, namely, the grouping of the blood. Under the techniques adapted from the established medical procedures for typing blood, it is frequently possible to determine whether the blood in a stain is of the O, A, B, or AB classification.

In conducting this work, the FBI ~~Technical~~ Laboratory has developed a large collection of special testing sera. These sera are manufactured biologically in the Bureau's own Laboratory and permit testing for such animal species as beef, chicken, deer, dog, duck, hog, human, rabbit, and sheep. Investigatively, these tests have a twofold value. If the origin of the blood stain is

and the alcoholic content of the blood or urine or spinal fluid or other body products.

**Chemical Development of Latent Fingerprints**

see attached

THE CHEMICAL DEVELOPMENT OF LATENT FINGERPRINTS

The FBI Laboratory uses chemical methods for the development of latent fingerprints on paper and other absorbent surfaces. The approved procedures, including the silver nitrate and the iodine fuming methods, are utilized.

The usual powders and other mechanical devices are used for the mechanical development of latent fingerprints on metal, glass and other highly polished surfaces. This phase of the work is conducted by experts of the Single Fingerprint Section of the Bureau.

#4



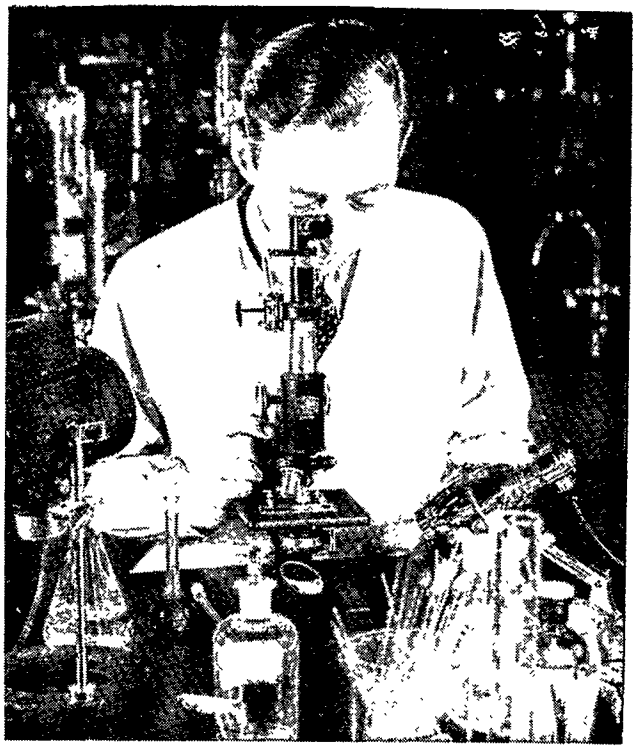
**Chemical Development of Latent Fingerprints**

Another form of latent fingerprint development concerns substances such as paper, unpainted wood, or other absorbent surfaces. These necessitate chemical laboratory treatments and such evidence is chemically treated for fingerprints. The approved procedures, including both the silver nitrate and the iodine gas processes, are utilized.

**Firearms Identification**

Perhaps the examination most usually made in connection with Firearms Identification is that examination conducted in an effort to determine whether a bullet or a cartridge case recovered at the scene of some crime, or bullets removed from the body of a victim, were fired in the weapon of some suspect. The ~~Firearms Identification Section~~ FBI Laboratory has available trained experts and specialized equipment necessary for making this type and many other types of examinations.

unknown it can usually be determined. On the other hand, if the suspect attempts to deny his guilt by indicating that the blood on his clothes came from a certain animal, not only is it possible to determine whether or not he has correctly spoken but in the event he has falsified his statements it is possible to ascertain the fact that the blood is human.



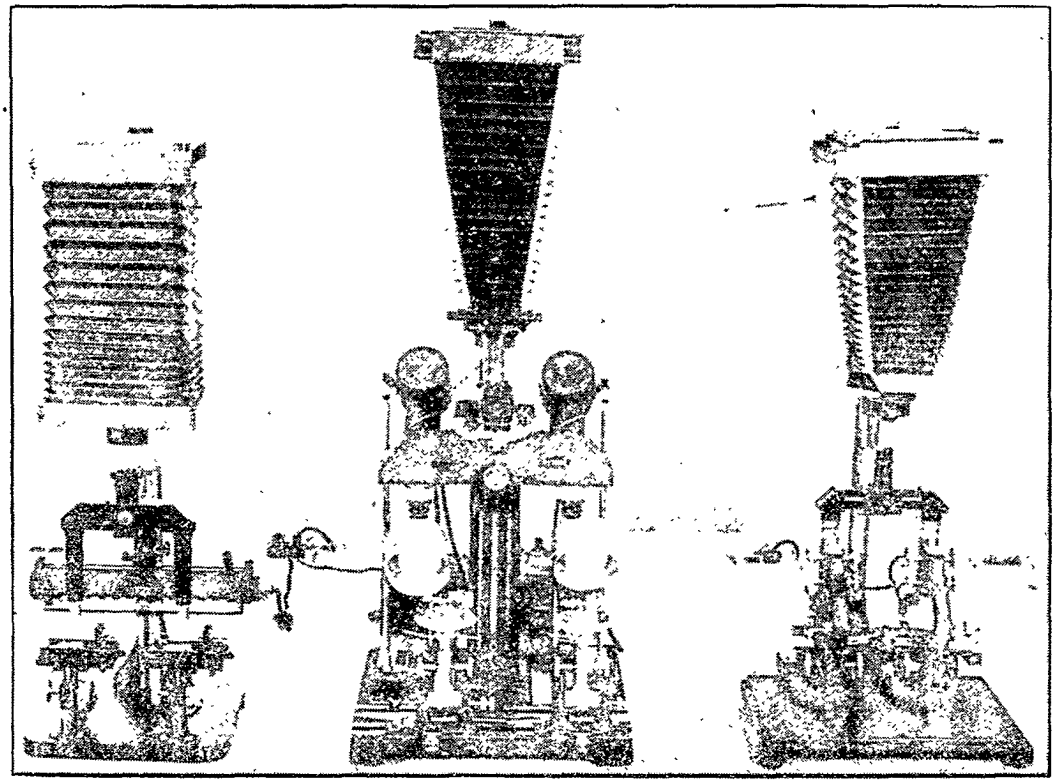
#3

**Microspectroscopic Examination of Suspected Bloodstain**

Not only is the blood-grouping procedure valuable in analyzing the source of a blood stain in these criminal investigations but it is, on occasion, applied in paternity cases growing out of criminal prosecutions.

## Toxicological Examinations

Toxicology is the science of poisons, and in the FBI ~~Technical~~ Laboratory complete facilities are available for conducting examinations in this field. The analyses may involve the human organs and tissues removed from cadavers in suspected poisoning homicides, or the examination of foods, in liquid or solid form, suspected of containing toxic substances used with criminal intent. Another type of examination in this field involves the analysis of blood samples for toxic gases such as carbon monoxide,



#5

**Three Types of Comparison Microscopes Used for Firearms Identification in the Technical Laboratory of the Federal Bureau of Investigation**

The comparison microscope used so much by the firearms expert is an instrument made up of two compound microscopes joined together by a connecting arm with a single eyepiece. The connecting arm has arranged in it a series of prisms by means of which two objects, one on each stage of the two separate microscopes, may be examined simultaneously. This instrument is used by the experts to examine questioned and known specimens whether they be bullets, cartridge cases or any two specimens of which a comparison is desired.

A question often asked of the technician regarding a cartridge case, a bullet or bullet fragment recovered at the scene of a crime has to do with the type of ammunition, its caliber, manufacturer, etc. The Laboratory has available a Standard Ammunition File composed of ~~some 1800~~ specimens of ammunition from all the United States manufacturers as well as a number of foreign manufacturers. With the aid of this collection of standards, comparisons are made with a view of identifying the questioned specimen. In cases of this type, a further examination is made in an effort to determine the type of weapon from which the bul-

let or cartridge case was fired. A tabulation is made of the physical dimensions, that is, the number of lands and groves, the direction of twist of the rifling, the land and groove widths, and any other class characteristics present, and the data is checked through the Rifling Specification File which is composed of manufacturers' specifications of practically all weapons encountered in the field of law enforcement. Although it is not always possible to determine the particular type or make of weapon in which the questioned specimens were fired, it is usually possible to eliminate many makes of weapons and thus reduce the search for the particular weapon to a very few types.

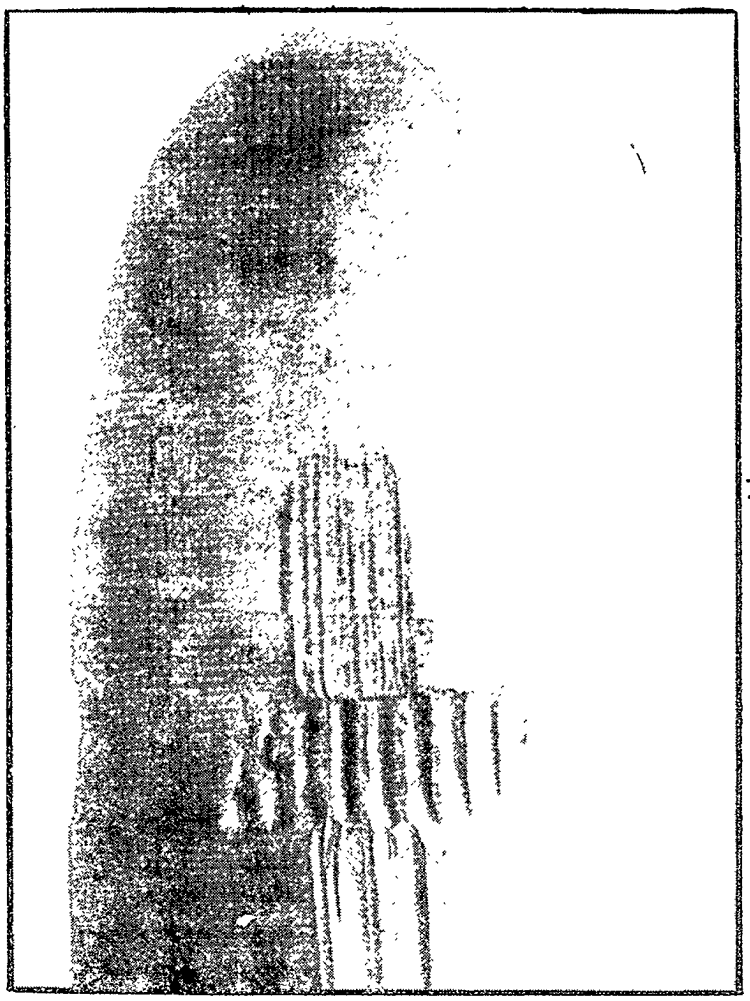
After the right weapon is found, it is usually possible not only to positively identify it as having fired the evidence bullet or cartridge case, but to graphically show it by means of photomicrographs.

There is also maintained in the ~~Firearms Identification Section of the~~ Laboratory the National Unidentified Ammunition Specimen File.[4] This file is composed of ammunition specimens, both bullets and cartridge cases, which have been recovered at various scenes of unsolved crimes throughout the United States. The specimens contained in this file are compared with bullets and cartridge cases fired from all guns received in the Laboratory with the constant hope that two independent cases, apparently connected in no way, may be linked together thereby eliminating another unsolved case.

~~The Firearms Identification Section is equipped with~~ is also maintained A reference collection of firearms. This collection is not intended as one of an historical or antique nature, but rather a collection composed of specimens of the types of firearms usually encountered in present day law enforcement work. Such a collection is invaluable to the Firearms Identification expert and among other readily apparent uses, it is a potential storehouse of spare parts to be used in repairing weapons submitted to the Laboratory in a condition such that they are dangerous to fire. In one such case, two shotguns, suspected as having been used in a murder case, were burned. These shotguns were submitted to the Laboratory along with some shells recovered at the scene of the murder. The guns were in such a condition that from their outward appearance, it was doubtful that they could be fired; however, by rebuilding these guns from parts in the collection and keeping intact the original parts from which identifiable marks

---

[4] National Unidentified Ammunition File, FBI Law Enforcement Bulletin, Volume 9, No. 7, Page 20, and No. 12, Page 7.



#6

**Low Magnification Photomicrograph of Evidence and Test Bullets on Comparison Microscope**

were made, it was not only possible to fire the weapons, but it was also possible to complete the examination requested.

As a supplement to the information made available by the reference collection of firearms, there is a Test Specimen File. This file is made up of test bullets and cartridge cases fired from every gun received in the Laboratory.

Firearms Identification together with other related subjects mentioned above is a positive science employing the services of skilled, scientifically trained experts and the most modern scientific equipment. Identifications made on the comparison microscope are photographed by means of specially designed cameras and it is therefore possible to display to a court and jury a pho-



**Viewing a Suspect Bullet with a Test Bullet through the Comparison Microscope**

tographic reproduction of evidence found by the expert, to indicate, for example, that two bullets were fired from the same gun. The expert's testimony together with photographic charts is readily admissible in the courts today.

## Powder Patterns

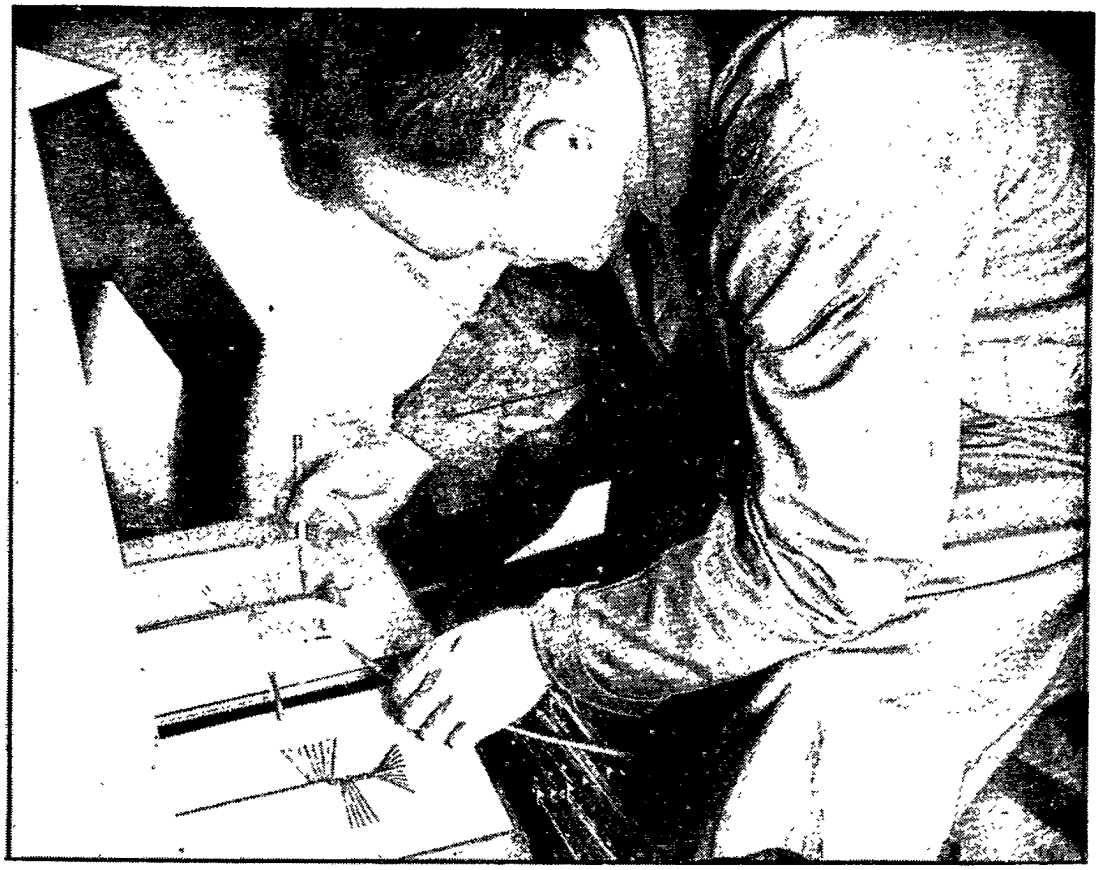
It is possible, ~~in the Firearms Identification Section,~~ to determine and make a visual record of the distribution pattern left by burned and unburned gunpowder residue on clothing or the skin surface after the shooting of a gun. This is frequently of

considerable value in permitting the estimation of the distance at which the muzzle of the gun was held at the time the shot was fired into the object so tested.

## Bombs and Explosives

A file is maintained in the ~~Technical~~ FBI Laboratory to record in detail all available information relative to bomb cases and the methods of construction of various types of bombs.

There is also maintained a file of dynamite wrappers, blasting caps and fuses in order that these known standards may be available for comparison with materials which may be received for examination in bomb and explosives cases. Explosives may be sent to the ~~Technical~~ FBI Laboratory for examination only after prior authorization has been obtained in each individual case.



#8

**The Identification of a Piece of Fuse by Comparison with Standards Contained in the Fuse Specifications File**

## Tool Marks[5]

Closely akin to the examination made to determine whether a given bullet was fired in one particular gun is the examination made to determine whether tool marks left on various pieces of evidence were made by a particular tool in question. The same principles are employed in either type of examination, and, technically speaking, the examination of a known and a questioned bullet is in truth a sort of tool mark examination. Other examinations of this type are those to determine whether a jimmy or pinch bar was used to pry open some lock, whether a particular hammer was used in breaking a safe dial, whether a Stillson wrench was used in removing bars or pipes, and any number of similar examinations.

## Number Restoration

Frequently the restoration of an obliterated serial number may be of material value in tracing the ownership of a suspect weapon. The chemical treatment necessary in restoring such obliterated numbers is carried out, ~~by the Firearms Identification Section~~.

## Glass Fractures

In this section of the Laboratory every conceivable type of glass fracture examination is made. Particular attention is given to the examination of headlight lens fragments recovered at the scenes of hit-and-run accidents. The Laboratory has a ~~complete~~ file of headlight lens data covering lenses for all automobiles ~~manufactured between the years 1936-1941, inclusive~~ in current use. From an examination of relatively few fragments from a broken lens, it is often possible to determine the make and model of the automobile for which the lens was designed.

## Document Examination

One of the oldest known police sciences is document identification. Literature on the subject shows that its use dates back well into the nineteenth century.

In order to accomplish the large volume of document identification work received, the ~~Technical~~ FBI Laboratory maintains a staff of document experts who are engaged exclusively in this work. These examinations include handwriting comparisons, hand lettering comparisons, examinations of typewriting, examinations of printed matter, paper comparisons, examinations of erasures and alterations,

[5] FBI Law Enforcement Bulletin, Volume 9, No. 11, Page 17.



#9

Exit Side of Bullet Holes through Windshield



#10

Partially Reconstructed Lens from Fragments Found at the Scene of an Accident and Fragments Found in the Broken Headlight of a Suspect

examinations of obliterated and secret writing, examinations of codes and ciphers, examinations of bogus checks, and any other types of examinations which may be conducted upon documentary evidence of any nature. The handwriting experts are trained over a long period of time in the ~~Technical~~ FBI Laboratory and subsequently testify in the criminal courts throughout the country in connection with the examinations which they have made.

At the present time, due to the enormous volume of cases involving handwriting and handprinting received from the field divisions of this Bureau and from other Federal agencies it has been necessary to limit this type of examination to requests received from Federal agencies only. All other types of document examinations including examinations of typewriting, printed matter, paper comparisons, examinations of erasures and alterations, examinations of obliterated and secret writing, examinations of codes and ciphers, and of fraudulent checks are still available to all duly authorized law enforcement agencies in connection with investigations of criminal matters.

FBI Numerous central files have been built up in the ~~Technical~~ Laboratory of material received from all parts of the United States. Of these files, the central file of anonymous writings and the fraudulent check file have proven their worth many times over. The file of anonymous writings consists at the present time of over 10000 ~~5,600~~ specimens of anonymous handwritten, handlettered, typewrit-



**An Examiner of Questioned Documents of the Technical Laboratory Weighing Paper on The Analytical Balance**



**Microscopical Examination of Fibers, FBI Technical Laboratory**

longitudinal mounts. For determining the color of human hair the Laboratory has made a set of known standards consisting of ~~25~~ many different shades of human hair mounted on microscope slides.

A standard collection of cords and rope samples is available. Examinations are conducted also on all types of fibers including fabrics, adhesive tapes, cordage, and synthetic products such as the various rayons.

In addition to the equipment listed as available for conducting hair examinations the Laboratory also has a thread twist counter and a thread counter for fiber analysis. A set of various dyes and stains has been prepared to aid in the identification of the various fibers and these reagents are tested against known standards each time prior to their usage on evidence.

Another type of microscope work is that of petrography. Petrography is that branch of the science of geology which deals with identification and classification of rocks and rock forming minerals.

The petrographic work in the ~~Technical~~ Laboratory of the Federal Bureau of Investigation entails principally the examination and comparison of the products resulting from the disintegration and decomposition of rock, that is, soil. In addition it entails the identification and comparison of the products of the mineral industry, such as ceramics, building materials, refractories, abrasives, and glass.

To facilitate a satisfactory examination, the Laboratory has available an excellent petrographic microscope, thus making possible the positive identification of microscopic mineral grains.

ten, and printed writings. The fraudulent check file contains at present approximately 8,500 checks representing the work of ~~over a~~ thousands different forgers and check flashers from all parts of the country. These are available for comparison with fraudulent checks submitted by contributors in an attempt to learn the identity of the check passer.

~~Although it is not possible at the present time to make comparisons of~~ Signatures and endorsements on checks submitted ~~in~~ as well as ~~cept in Federal cases, comparisons can be made of~~ the form ~~of~~ style of checks received ~~from other contributors~~ with those maintained in this file. Any mechanical writing such as that made by a check protector, typewriter, rubber stamp, or printed type, may be compared with similar mechanical writings on checks maintained in the fraudulent check file. ~~This latter type of comparison is not limited to Federal cases~~. Therefore, checks recovered by law enforcement agencies throughout the country may be submitted and will be compared with the fraudulent check file (photograph on page 20) ~~on this basis~~.

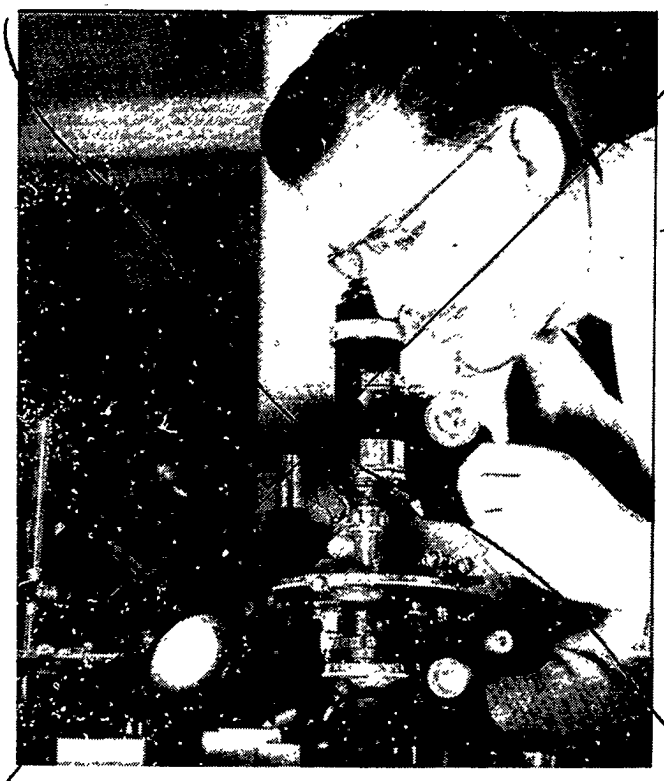
There ~~are~~ is also maintained in the document section of the ~~Technical~~ FBI Laboratory a watermark index containing descriptions of nearly 40,000 watermarks appearing in paper, a file of typewriter standards containing over 1000 original specimens of typewriting made on different typewriters manufactured in the United States and abroad, a file of rubber stamps and rubber stamp sets and a file of standard check protector impressions. All of these central files are available to contributors in connection with document examinations made for them of material submitted.

## Microscopy

In the section devoted to microanalysis, those bits of evidence usually so small they can hardly be seen are examined by skilled technicians using high-powered microscopes. Microscopic analysis here resolves itself into several different types of work.

The study of hairs and fibers constitutes an important phase of microscopic work. ~~During the last year 248 cases were submitted to the Laboratory involving hair and fiber analyses~~. For conducting hair examinations the technicians have the following equipment: research microscopes; high-power comparison microscopes; low-power binocular microscopes; optical micrometers; camera attachments for taking photomicrographs; precision rotary microtomes; and hand microtomes and other specimen equipment

A large reference collection of different animal hairs has been prepared on microscope slides consisting of cross-sections and



Replace with attached

**A Laboratory Technician Using the Petrographic Microscope for Soil and Dirt Examination**

Additional equipment, for the purpose of soil examination includes: a complete set of immersion oils, centrifuge, collection of screens, apparatus and reagents for chemical microscopy, low-power binocular magnifier, and a vacuum apparatus for removing hidden soil and dust from clothing and other articles.

The Bureau's records contain numerous illustrations of the assistance that can be rendered to police and other law enforcement bodies by petrographic examinations.

## Examination of Motor Oils and Lubricants

A section of the Bureau's Laboratory is equipped to conduct examinations on motor oils and lubricants, the purpose of these examinations being to determine whether foreign materials have been introduced into the oil or lubricant which will be detrimental to the functioning of a motor.

Part of the examination includes the determination of the lubricant's properties - viscosity, flash point, fire point,

and specific gravity. The results of these determinations are then compared with the specifications given for new oil of similar type. Further, all oil specimens submitted are centrifuged and the solid material thus collected is microscopically examined, the purpose being to determine whether or not abrasive material has been added.

Occasionally stolen oils are compared with known specimens with a view to determining their probable source. Oil stains on clothing, paper, or other articles are also compared, these comparisons of oil stains being assisted by the use of ultraviolet light.

## Metallurgical Examinations

Metallurgy is a science and art which deals with the separation of the metals from their ores and the shaping of them for use in industry.

In criminal investigations there are often found odd bits of metal which when properly studied by a skilled technician may have great significance in the ultimate solution of a case--the identification of a piece of wire, for instance, with wire from a known source, or the metal trigger used to make up a bomb mechanism conceivably traced to a piece of metal stock in the home workshop of the criminal.

During the fiscal year 1941 the Laboratory received 157 metallurgical cases for examination.

Replace with attached



Metallographic Examination Being Performed in Technical Laboratory

To determine the chemical composition of metals, including such products as wire, the Laboratory has the ~~following equipment: combustion tube furnace, electric muffle furnace~~, hydrogen sulfide generator, platinum electrodes and a source of direct current ~~for making~~ electrolytic quantitative analyses, chemical analytical balance with ~~high~~ sensitivity for weighing samples and for gravimetric analysis, accurately ~~calibrated burettes~~ for titration purposes in volumetric analysis, the spectrograph and a standard metal hardness tester.

The most modern equipment

For the exterior or surface examination of metal a wide field binocular microscope is used. A study of the internal structure of metal is made by preparing a polished sample followed by appropriate etching and microscopic examination. To accomplish this type of examination ~~the following equipment is~~ available, ~~for metallographic work: power grinder for coarse grinding, belt-type surfacer for intermediate grinding operations, metallurgical emery grinding paper through grit #0000, specimen polishing machine, metallurgical microscope with camera attachment, and a grain-size measuring eyepiece.~~

special precision instruments are

## Spectrography

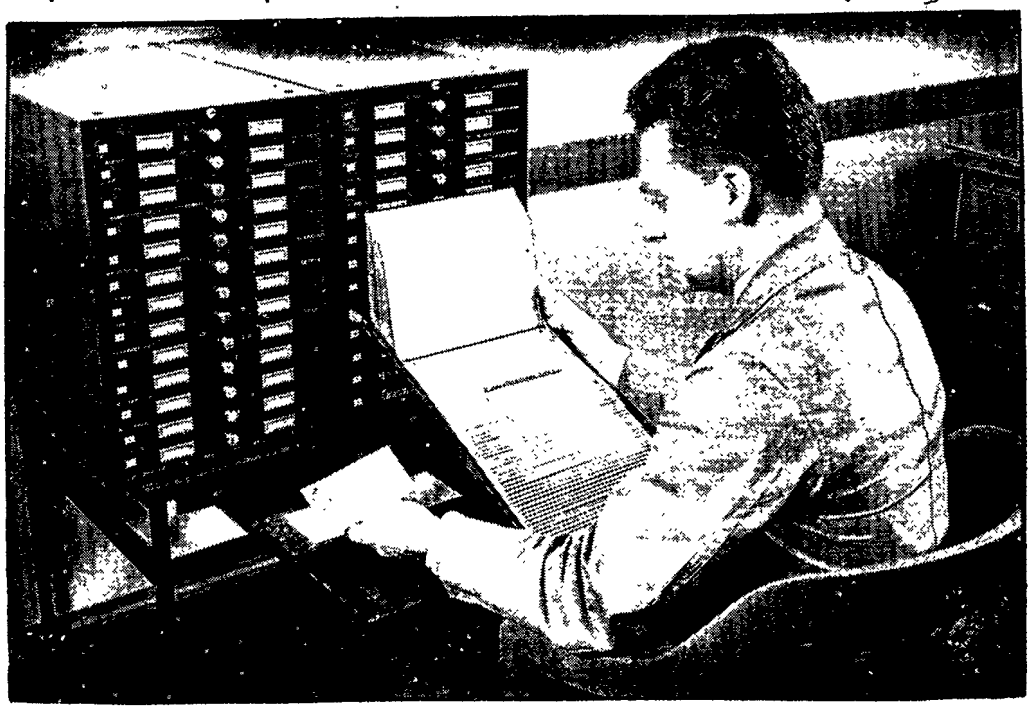
FBI In a large number of cases examined in the ~~Bureau's Technical~~ Laboratory, the amount of material is too small to permit a complete chemical examination and in many instances the material is so minute in quantity that it fails to respond to chemical tests. The recent adaptation of spectrographic analysis to the problems of crime detection has provided a means for analyzing extremely small bits of evidence both qualitatively and quantitatively, a factor which is of tremendous value and importance in many criminological cases.

The spectrograph is being used extensively in a wide variety of cases by the Bureau's experts. In order that law enforcement agencies may be fully apprised of the types of examinations that can be conducted in the Bureau's spectrographic laboratory, a few of the more common ones will be listed. It is to be understood, however, that this list does not include all types of examinations made by the ~~Bureau's~~ spectrographers as this list is supplemented very frequently where examinations are requested which require analyses of extremely small samples.

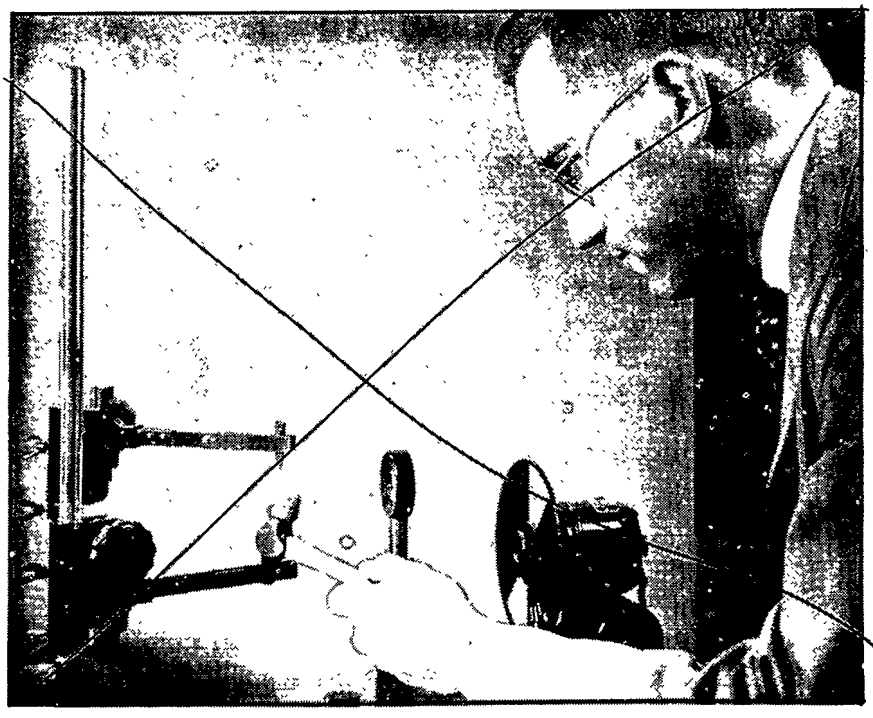
## Paint comparisons

Numerous requests are received for examinations of this type, particularly in hit-and-run cases, automobile accidents, burglaries (where various tools are often submitted with a request that the small adhering flecks of paint be compared with the known

No caption in Spanish ... ?



**Fraudulent Check File**



**Metal Being Burned in Arc of the Spectrograph**

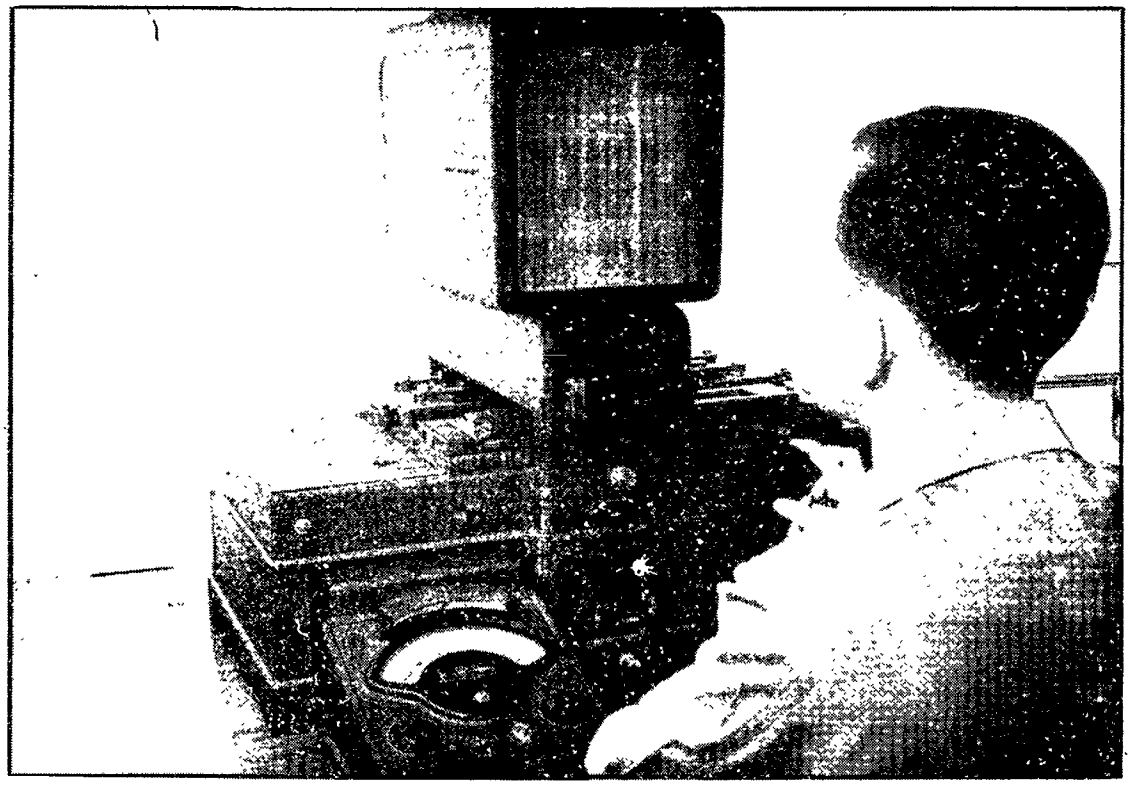
paint from the building) and in many other violations where small amounts of paint are involved.

**Bank and safe robberies**

In many cases the spectrograph has proved indispensable in the examination of hammers alleged to have been used to knock off safe dials. Fragments of plaster removed from a drill can be compared with plaster from the wall around a safe.

**Cutting and sawing instruments**[6]

The experts in the ~~Technical~~ FBI Laboratory examine instruments that are submitted and suspected of having been used to saw or cut another metal object, such as a hacksaw blade suspected of cutting a brass lock or a pocketknife suspected of slitting a screen.



#16

**Quantitatively analyzing Photographic Plates Made on the Spectrograph by Means of the Densitometer-Comparator**

[6] FBI Law Enforcement Bulletin, Volume 8, No. 6, Page 52.

#17

Replace with attached




The Spectrograph, a Device to Break Up Light into its Component Wave Lengths, Parts or Colors for Photographing and Analysis

### Bomb Analysis

Fragments of bombs and residue from explosions lend themselves to spectrographic analysis.

### Glass

Where only extremely small fragments of glass are available, spectrographic analysis may be used to compare these fragments with certain known specimens submitted.

### General metal examinations,

The spectrograph is of value when information is requested regarding the presence of impurities in a metal or where the request is made to ascertain if two pieces of metal are of the same composition.

Each specimen of evidence submitted for spectrographic examination to the ~~Bureau's Technical~~ Laboratory should be wrapped individually and great care should be exercised to see that these articles reach the Bureau in their original condition. All precautions should be taken to insure against contamination of the samples at the time they are taken as careful consideration is always given to the impurities present when the specimens are analyzed.

## Microchemistry

Spectrography is usually applied to the so-called inorganic classes of material. Frequently a bit of evidence too small for the usual chemical treatment must be analyzed and the newer science of microchemistry becomes a valuable aid in the ~~Bureau's Technical~~ Laboratory. Essentially, microchemistry is the application of an established chemical process on a microscopic basis. In this work tiny crucibles, test tubes, distillation glassware, all on a very miniature scale are utilized (photograph on page 24). An example of practical application is the analysis of a tiny grain of coal to determine its general classification.

## Special Photography

In addition to the routine photography consisting of copying work and the preparation of pictures of evidence, the FBI is consulted from time to time on special problems of photography in crime detection and its ~~Technical~~ Laboratory is equipped to take care of such inquiries.

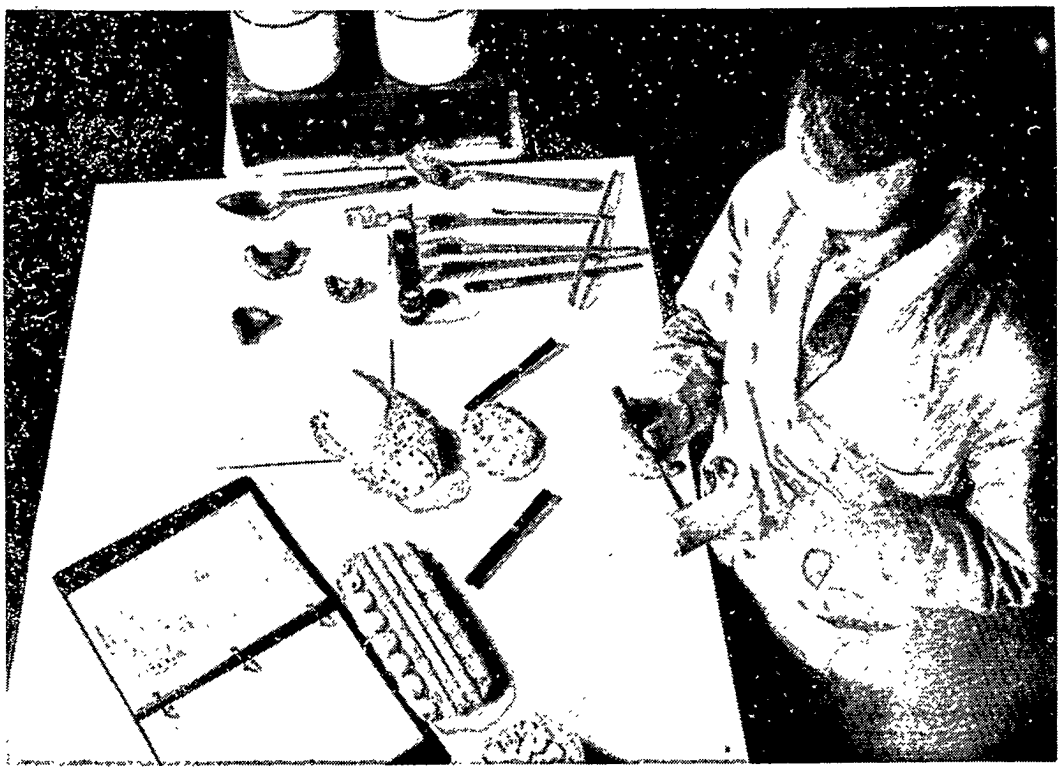
#18



**Laboratory Equipment for the Micro-Chemist**

In this regard, unique problems often present themselves to the investigator. In a case involving a theft on a Government reservation, there was submitted to the Laboratory a photograph which had been taken of an individual allegedly pilfering a drawer. The setup for obtaining this photograph consisted of an ordinary box camera, so arranged that when a certain drawer was opened, the shutter would be released and a picture taken. Of course, a picture taken in this manner with the usual slow lens with which the box cameras are equipped resulted in a negative that was so much underexposed that it was not possible to determine who was pilfering the drawer and, as a matter of fact, the room itself was barely visible. By a process of physical development of the film it was possible to establish the identity of the culprit from the photograph furnished the ~~Technical~~ FBI Laboratory.

In addition to the many photographic problems, the use of photography in conjunction with other examinations is invaluable. The use of ultra-violet and infra-red ray photography, especially in the field of document identifications, has resulted numerous times



**Plaster and Moulage Casts of Teeth, a Pistol, a Footprint, a Heel Print, and Tire Treads in the ~~Technical~~ Laboratory**

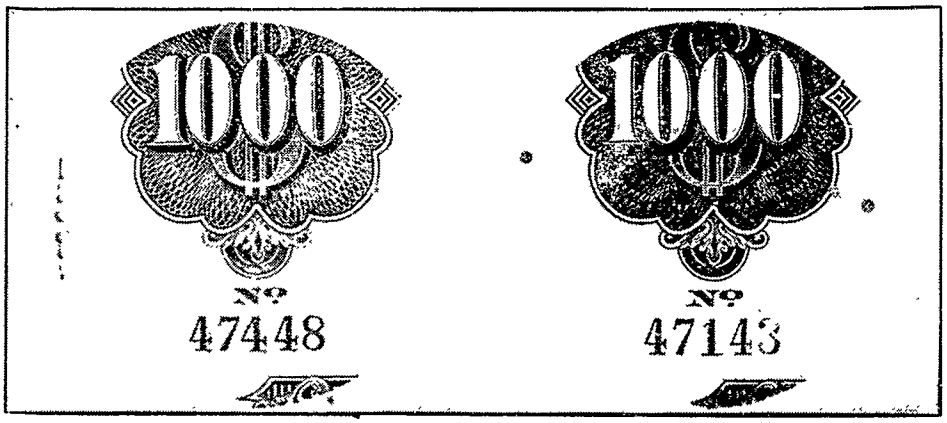
There has been an endeavor to have available such general laboratory equipment as may be necessary in any emergency and thus to contemplate the examination of any evidence. Included are X-ray equipment, sources of ultra-violet, infra-red and other special lighting.

The Laboratory is equipped with a modern workshop having facilities for the design and construction of special equipment particularly adapted to scientific crime detection. These facilities include a lathe, grinders, buffer, polishing machine, and drill press as well as an adequate supply of standard tools and meters. Electrical and radio apparatus is constructed and ser-

The Laboratory also maintains a staff of radio engineers to conduct examinations of radio electronic instruments and parts in order to assist in law enforcement problems and offer evidence in court. These experts furnish engineering aid to the law enforcement agencies contemplating the installation or expansion of radio communication facilities or the application and development of radio equipment to specific crime detection problems. In addition thereto, experts in the field of electricity, electrical engineering, sound, and accoustics apply their specialized skills through the use of various testing instruments to specific law enforcement problems.

in the restoration of altered, defaced, even burned documents. Photography is an equally valuable adjunct in the presentation of the examiner's findings to the court and jury and in this connection photography is used in almost every phase of the Laboratory's work.

**Altered Serial Number on Bond Restored by Infra-red Photography**




#19

**Ordinary** **Infra-red**

## Miscellaneous Laboratory Examinations

The ~~Technical~~ FBI Laboratory maintains various reference facilities for conducting examinations of adhesive tape and industrial tapes.

In certain cases, it may be desirable to have botanical analyses, crude drug analyses, drug prescription analyses, spectacle prescription analyses and miscellaneous examinations covering various forms of evidence. Technical equipment including the optical instruments, reference standards, differential and diagnostical stains are available for conducting such unclassified examinations when the occasion may arise.

Third dimensional reproductions of evidence in moulage or plaster of Paris can be made.

There are available reference collections of the trademarks and designs of sole and heel treads of rubber footwear manufactured in the United States, consisting of over ~~1,500~~ 2000 such specimens. Over ~~5,000~~ 4000 drawings and blueprints of tire tread designs comprise another valuable collection which often permits an identification as to the kind of autombile tire track left at the scene of crime.



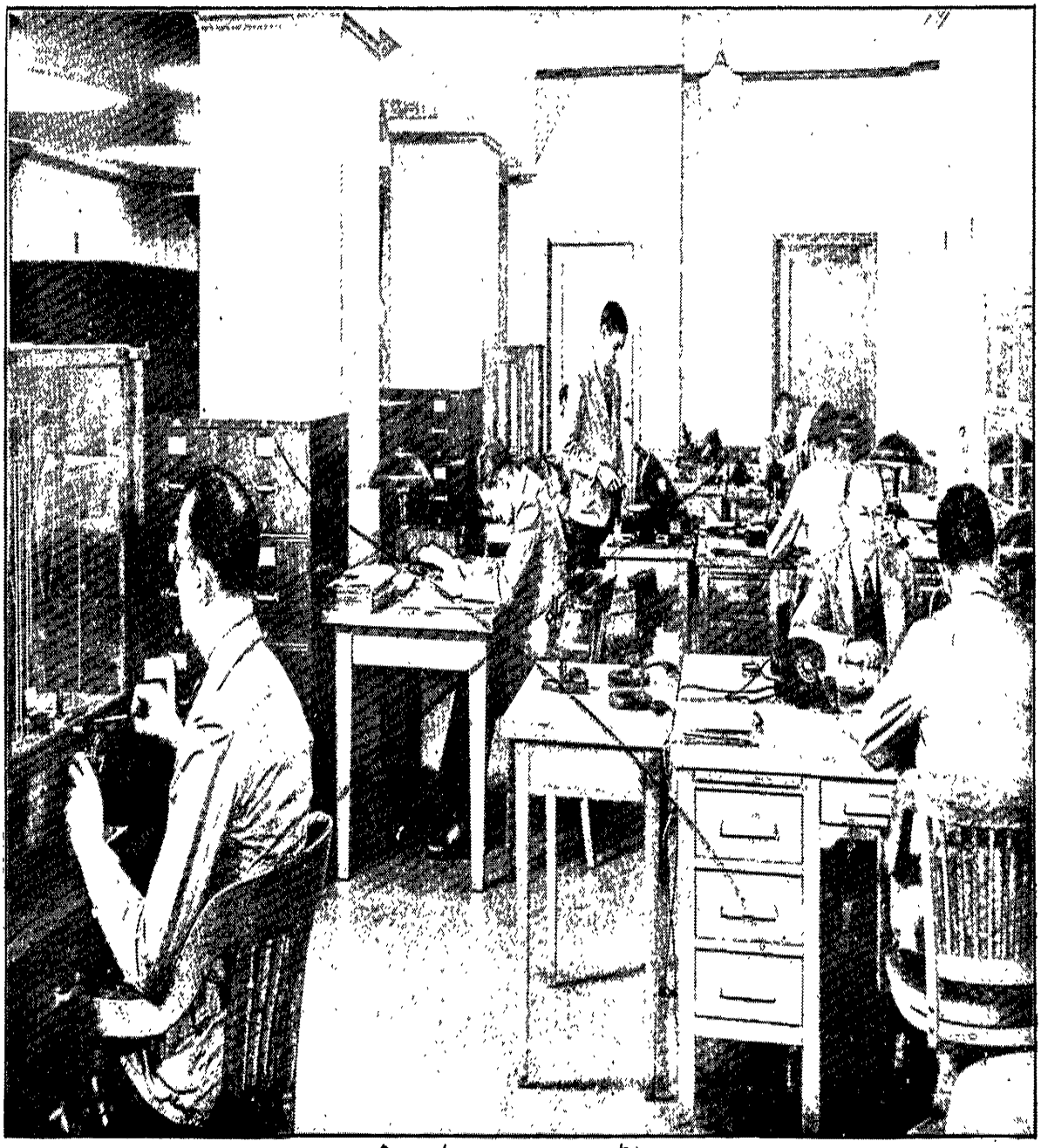
One of the Technical Laboratory Work Rooms

# COLLECTION, IDENTIFICATION, AND TRANSMITTAL OF EVIDENCE TO THE FBI TECHNICAL LABORATORY

In transmitting evidence to the FBI ~~Technical~~ Laboratory for examination, it is desirable that a cover letter be prepared in duplicate. This letter should be addressed to the Director, Federal Bureau of Investigation, Washington, D. C., "Attention ~~Technical~~ Laboratory." The name of the subject and victim in the case as well as the criminal classification thereof should be furnished. The letter should describe in detail, the evidence which is forwarded and should indicate the nature of examination which is desired. There should be set forth any facts which may be helpful or pertinent to the technical examination, for instance, information as to the symptoms and actions of a person before death who was believed to have been poisoned. If the evidence is of such a nature that it may be readily attached to the letter, it may be so transmitted. If, on the other hand, it is of a bulky nature, it should be sent in an appropriate package under separate cover.

In the handling of evidence of this nature, there are several general considerations that are quite applicable to all types of evidence. Consideration should first be given to the preparation and shipping of the evidence to avoid contamination or other change. This contamination may constitute spoilage or the picking up of alien material in contact with other materials or other changes in the evidence. The second consideration is the proper identification of the evidence in such a manner that it can be recognized and adequately introduced into court. The identification of evidence does not necessarily mean that it must be marked by all persons handling it. It is rather essential that persons handling it become so thoroughly acquainted with it and with distinct features or marks upon it that they can positively recognize it at a later date. If the above considerations are kept carefully in mind, all evidence will be properly handled. Due to the great variety of such evidence, it is not possible to list in detail the specific application for each definite type of evidence, but a few of the ones more frequently arising in criminal investigations are set forth below.

BLOOD TESTS: Several different kinds of evidence may be found which may be subjected to subsequent blood tests. The principal of these perhaps is clothing. Clothing containing suspected blood stains should be first allowed to thoroughly dry without heat or artificial drying methods. The next step would be to securely affix to each piece of clothing a tag containing all identifying data. The clothing must then be wrapped, each piece separately, in



One of ~~Section of~~ ation Document Examiners Rooms

#22

clean wrapping paper so that there may be no contamination of one piece by the other. If the blood stain is on other material and the same is of a nature that the whole object or article can be taken and transmitted to the Laboratory, then it should be identified and shipped in a manner similar to that already described. If the stain is on a substance which cannot be removed and shipped, then it is necessary to scrape an adequate portion of the same This scraping should include in some instances an amount of the material itself upon which the stain appears. For instance, the scraping from a wood floor would include particles of wood dug from beneath the surface of the stain itself. Such scrapings should be placed in a dust proof box of the ordinary pill box type obtainable at any drug store and the edges sealed with scotch tape or similar material. The identification data can then be placed on the cover of the box. Scrapings obtained from different locations should, of course, be placed in separate containers. Samples of fresh or fluid blood should be transmitted in clean glass tubes securely sealed and packed in absorbent cotton and forwarded separately to the FBI by air mail special delivery.

TOXICOLOGICAL SPECIMENS: Vital organs of the human body removed by the autopsy physician should be separately placed in clean glass containers with glass tops. No preservative should be added. If the preservative has already been introduced into the body, a sample of the embalming fluid should accompany the shipment for test purposes. Foodstuffs or liquids to be tested for poisons should be submitted in the original container in which they are found if possible and, if not, then a quantity thereof should be placed in a suitable clean and leak-proof container. In all instances, be sure the package is properly labeled.

FIREARMS EVIDENCE: Firearms should never be shipped without being unloaded. Bullet and cartridge cases may be marked with an identification symbol or number on a place which would not interfere with the examination. This is usually on the heel of the bullet or on the lower side or inside of a fired cartridge case. Such specimens may be packed in small boxes or stout manila envelopes and the full identifying data written on the outside of such containers. Each specimen should be placed in a separate envelope or box. The firearms may be identified by tags securely affixed to the weapon containing all necessary descriptive data. Live cartridges should be shipped by express. Other types of live explosives such as dynamite, blasting caps, nitroglycerine, bombs, etc., should never be placed in shipment except under certain circumstances and then only after prior Bureau authorization. Clothing that is to be tested for powder patterns should be carefully handled and wrapped to avoid disturbance of the powder particles.

# APPENDIX

## PAMPHLETS AND REPRINTS FROM THE FBI LAW ENFORCEMENT BULLETIN CONCERNING FBI LABORATORY SUBJECTS WHICH ARE AVAILABLE TO LAW ENFORCEMENT OFFICERS

### REPRINTS

Action of Charred Paper on the Photographic Plate and a Method of Deciphering Charred Records
Alcohol and Intoxication
Analysis and Identification by the Spectrographic Method
Applied Physics in the Field of Scientific Crime Detection
Aspects of Electrochemical Analysis in Scientific Crime Detection
Auto Thieves, Modus Operandi and Tools Used
Blood Tests for Alcohol Determination (December 1935)
Blood Tests for Alcohol Determination (January 1936)
Blood Tests for Alcohol Determination (April 1936)
Blood Stains as Evidence
The Brain and Alcoholic Determination
[redacted]
Carbon Monoxide Poisoning, A Review of
Celluloid Strips Held to be Burglars' Tools
[redacted]

*Chemical Development of Latent Fingerprints on Paper*

Ciphers
Collecting, Preserving and Identifying Physical Evidence
Collection of Specimens
Complete Swindler, The
Criminal Identification with Relation to Plastic Surgery
Dactyloscopic Identification of Cadavers
Determination of Alcoholic Intoxication During Life by Spinal Fluid Analysis
Development, Accuracy and Admissibility of Fingerprint Evidence
*Development of Police Radio*
The Diphenylamine Test for Gunpowder
Disposal by Police of Explosives
The Evidence of Fractured Glass in Criminal Investigations
The Examination of Anonymous Letters - Importance of Scientific Analysis as an Aid to Identification

*Examination of Fraudulent Checks*

Examinations of Metals
Explosives
Fingerprinting Deceased Persons
Firearms Evidence at the Scene of Crime

*Footprint Examination and the FBI Rubber Footwear File*
*Footprints and Tire Treads - Suggested Procedure in Obtaining Specimen Reproduction for Laboratory Examinations*

Forensic Firearms Identification
Forgery of Traveler's Checks
Fraudulent and Forged Check Examinations
[redacted]

DOCUMENTS:

Questioned documents should be transmitted in cellophane envelopes or other appropriate enclosures to protect them against damage and, if latent fingerprints are involved, to preserve the latents. It is in some instances preferable not to mark the document itself for identification, and in such instances it may be properly sealed in its container. If the document is initialed or marked care should be taken that the markings are put in an inconspicuous place in an effort to avoid disturbing latent fingerprints and to prevent interference with the portions of the document to be examined.

HAIRS, FIBERS, ETC.: [illegible]

ing of hairs and fibers for microscopic examination, and dust samples, specks of paint, and other substances for spectrographic or petrographic analyses, require intelligent handling and shipping. If not properly handled they frequently escape through the cracks of the envelope or package and are lost in shipment. It is usually satisfactory to collect such tiny specimens in dust proof pill boxes which are subsequently sealed with sealing tape. The identifying data can be placed on the cover. Again each type of specimen from different places or locations should be placed in separate containers. Fingernail scrapings should be separated into containers for each finger. An alternate method of packing these small particles is sometimes found more convenient for mailing and is accomplished as follows: place the tiny fragments of evidence in the center of a clean square piece of white paper. This paper is then folded several times with what is known as the druggist's fold for powder prescriptions. This folding is done in such a manner that there are no cracks or openings through which the evidence can sift. Identification data may then be written on the outside of the package, after which it is sealed and placed within a small envelope and transmitted with the cover letter.

OIL SAMPLES: In testing lubricating oils for the detection of materials introduced with criminal intent, it is essential that there be furnished an adequate specimen which is usually one quart. This sample should be made representative by stirring the entire drainage of lubricating oil before pouring. If any heavy residue remains at the bottom, a sample of this should also be furnished.

PLASTER OR MOULAGE CASTS: Plaster or moulage casts are usually fragile and should be carefully packed in cotton or other protective materials before shipping.

Further Observation on the Diphenylamine Test for Gunpowder Residue
Glass Fractures

*Grouping of Dried Blood Stains*

Guide (A) to the Identification of Human Skeletal Material
Identification Aided by Blood Comparison
Identification by Teeth

*Identification of Cameras*

Improving the Technique and Methods of Criminal Photography
Infiltration Test for the Detection of Bleached Human Hair, An
*Iodine-Silver Transfer Method for [illegible] Fingerprints*

*Laboratory Aids in Arson Investigation*

Medico-Legal Aspects of Alcoholism
Review - The Medico-Legal Aspects of the Blood Test to Determine Intoxication
A Method for Tracing Stolen Gasoline
Methods for Determining Intoxication
Methods of Substantiating Firearms Identification Examinations
Method of Photographing Watermarks
~~A Method for Studying the Scale Structure of Medullated and Pigmented Animal Fibers~~

*Method for Detecting the New Sulfa Drugs Based on their Diazo Dye Derivatives*

Microscopy in the Examination of Hairs, Fibers and Related Evidence in Criminal Investigations
Moulage
A National File for Unidentified Ammunition

*New Micro Technique for Identification of Dyestuff on the Fiber*
*Obliterated Writing, Its Detection and Restoration*
*Optics in Sabotage and Espionage*
*Petrographic Examinations - Their Application to Scientific Crime Detection*
*Pharmaceutical Analysis - New Aid to Police Officers*
*Photography and Its Application to National Defense*
Photography in Crime Detection
Physical Science in the Crime Detection Laboratory
Post-Mortem Examination - Value of Evidence Obtained Therefrom
*The Police Laboratory*

*Radio - The Modern Police Aid*
The Relation of Alcohol to Road Accidents
~~The Reproduction of Original Evidence in the Third Dimension~~
Restoration of Faded Writing
Restoration of Numbers
Review of Carbon Monoxide Poisoning, A

*Role of the Physical Anthropologist in Human Skeletal Remains - Part I and II*
*Rubber Stamp File of the FBI*

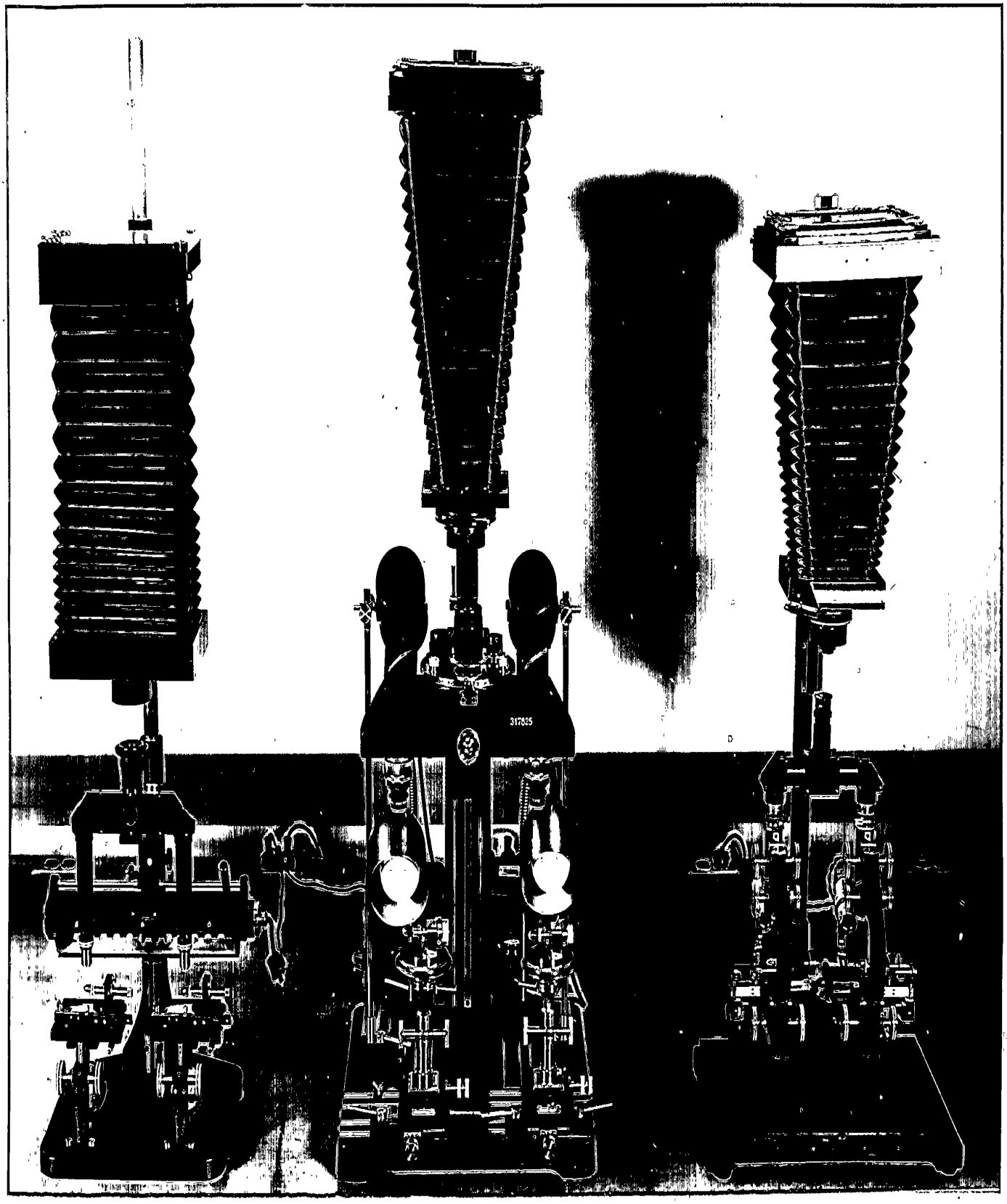
Submission of Samples to the FBI Laboratory for Toxicological Examination
Stench Bombs
Sympathetic Inks
The Taking of Casts in the Snow
Teletype and Its Use in Law Enforcement
Testing Origin of Blood Stains

*The Spectrograph in Crime Detection*
Thorough Preparedness and Successful Prosecutions
Tire Tracks - FBI Reference Collection
Tire Tread Collection of FBI and Preserving Tire Tracks by Photography and Casting
Tool Marks
Transmission of Blood Stained Evidence to the Laboratory for Examination
Sabotage Through Fire
Seasonal Effects of Humidity in the Chemical Development of Latent Fingerprints
Scientific Aids to Normal Senses
Scientific Evidence
~~Secret Writings with Sympathetic Inks~~
A Simple Method for Determination of Ethyl Alcohol in Blood
Soil Analysis in Crime Detection
*Transmittal of Evidence to FBI Laboratory*
*The Use of the Ultra-Violet Lamp in Police Science*
*The Use of Ultra-Violet Light in the Examination of Evidence*
*The Value of a Complete and an Exact Post-Mortem Examination in the Solution of Crime*
*The Value of FBI's National Fraudulent Check File to Law Enforcement Agencies*
*The Value of Glass Fragments Found at the Scene of "Hit-and-Run" Accidents*
*Wire Examinations*

PAMPHLETS

Bibliography of Crime and Kindred Subjects
The Chemical Development of Latent Fingerprints on Paper
~~Development and Admissibility of Bullets and Firearms Evidence~~
Firearms Identification
Physical Science in the Crime Detection Laboratory
Scientific Methods of Crime Detection in the Judicial Process
Testimony Concerning Introduction of Latent Fingerprint Evidence





FBI-5-58

THREE TYPES OF COMPARISON MICROSCOPES USED FOR FIREARMS IDENTIFICATION IN THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

62-21440-1614

MAY BE RETAINED BY AUTHORITY
RECEIPT OF WARREN COMMISSION

OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

5"



1/4

F.B.I.-5-56

MICROSPECTROSCOPIC EXAMINATION OF SUSPECTED BLOODSTAIN. TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

# 3

OFFICIAL PHOTOGRAPH
OF THE
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.

62-3111-1614

A191-2336-59

CAPTION UNDER PICTURES

#2. TECNICOS TRABAJANDO EN LA SECCION DE FISICA Y QUIMICA

#4. PROYECTANDO UNA HUELLA DIGITAL LATENTE DESCUBIERTA EN EL LUGAR DEL CRIMEN

#6. GRABANDO EL NUMERO DE IDENTIFICACION EN UNA BALA DE MUESTRA

#8. MOSTRANDO COMO UNA BOMBA, ENCERRADA EN UNA CAJA DE MADERA, PUEDE SER REVELADA POR [redacted] EL USO DE RAYOS X

#9. SOSPECHADO CONOCIDO
UNA FOTOGRAFIA HECHO POR [redacted] EL USO DEL MICROSCOPIO DE COMPARACION QUE SEÑALA LAS LINEAS DE ESFUERZO DE DOS PIEZAS DEL CRISTAL ROTO

#11. UN INSPECTOR DE DOCUMENTOS SOSPECHADOS

#12. EXAMINANDO FIBRAS POR EL USO DE UN MICROSCOPIO DE GRAN POTENCIA

#13. EL ANALISIS DE UNA MUESTRA DEL SUELO

#14. UN METALOGRAFIO DE AVERIGUACION

#14a. UN EXPERTO REGISTRANDO EL ARCHIVO DE LOS CHEQUES FRAUDELENTES

#15. EL ESPECTROFOTOMETRO REGISTRADOR

#16. PREPARANDO UNA MUESTRA PARA EL ANALISIS ESPECTROGRAFICO

#17. EL ESPECTROGRAFO CON REJAS GRANDES

#18. EXAMINANDO Y FOTOGRAFIANDO UNA PIEZA DE METAL POR EL USO DEL METALOSCOPIO

#19. UNA MUESTRA DE ESCRITURA SECRETA REVELADA POR EL USO DE LA LUZ [redacted] ULTRA-VIOLETA

#20. MOLDES HECHOS DE YESO MATE Y MOULAGE MOSTRANDO MANOS, UNA CABEZA, UNA PLANTA DE PIE Y HUELLAS DE LLANTAS

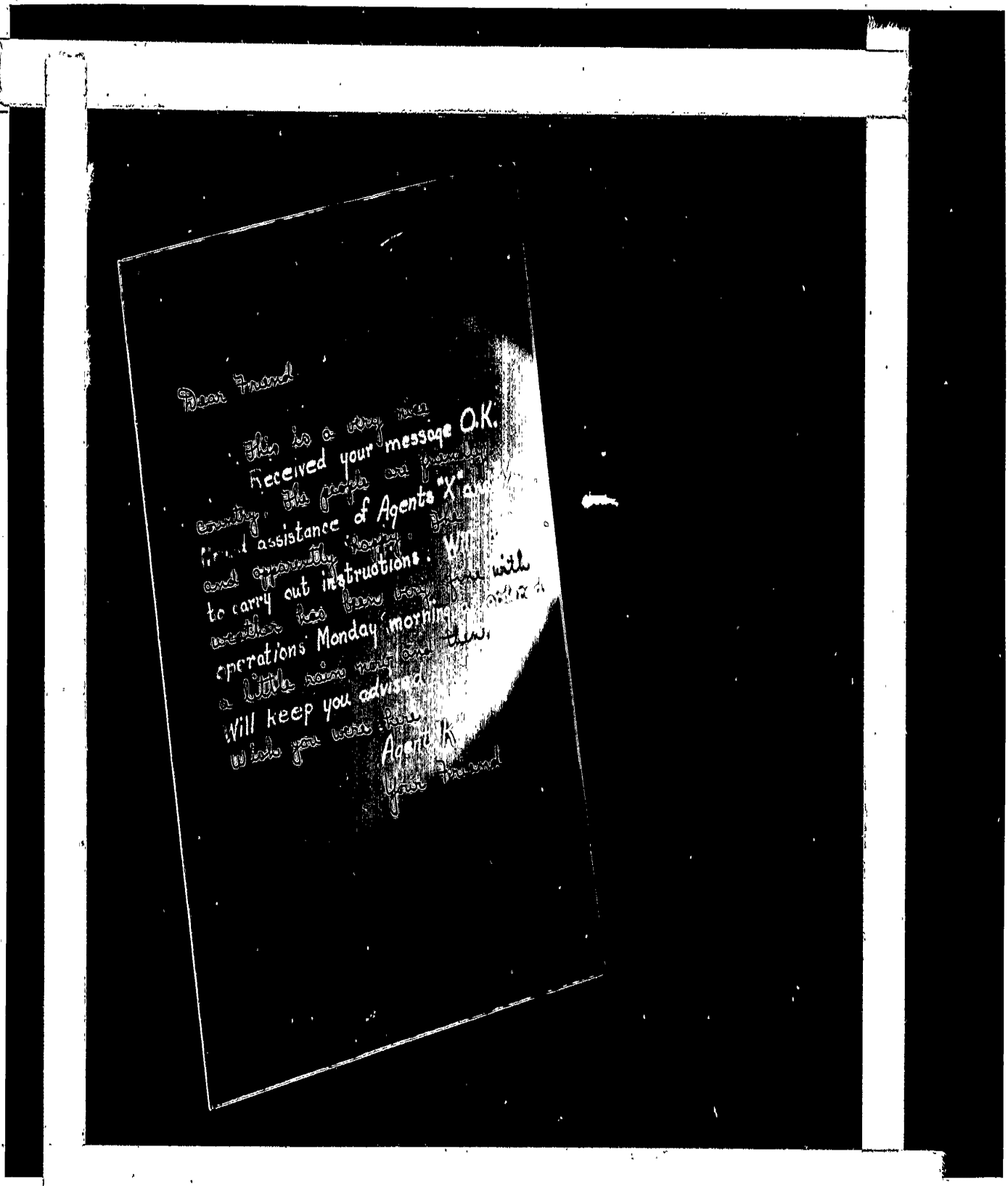
#21. UNO DE LOS LABORATORIOS TECNICOS

#22. UNA SALA EN QUE LOS DOCUMENTOS ESTAN SIENDO EXAMINADOS

Translated by
Helena Heinrich
24.362-

#2
TECNICOS TRABAJANDO EN LA SECCION DE FISICA Y QUIMICA

#XX #4




FBI

An example of secret writing revealed by use of ultra violet light in the FBI Laboratory, Department of Justice, Washington, D. C.

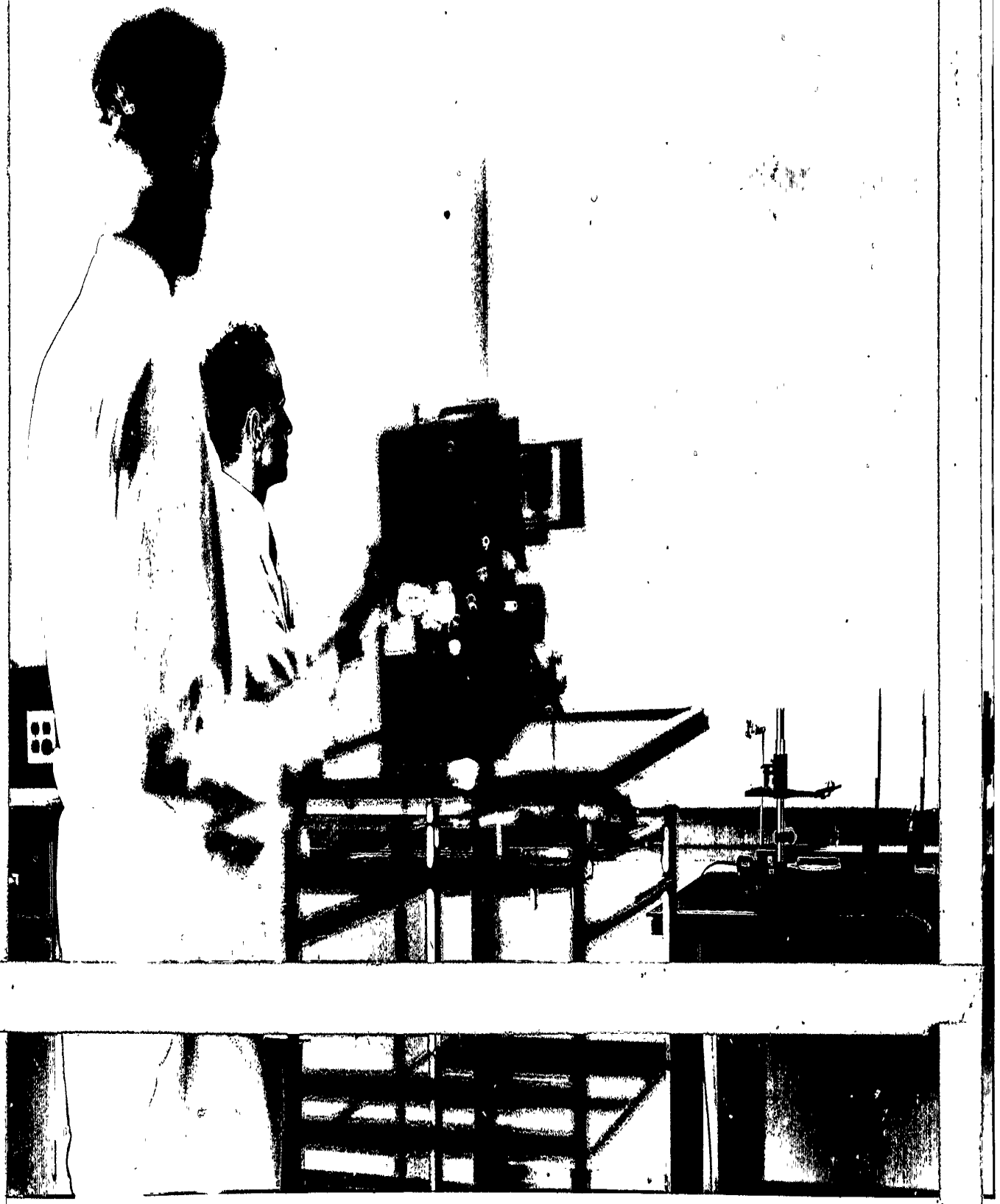
Substitute for #19



F. B. I. -11-2

JOHN EDGAR HOOVER, THE DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

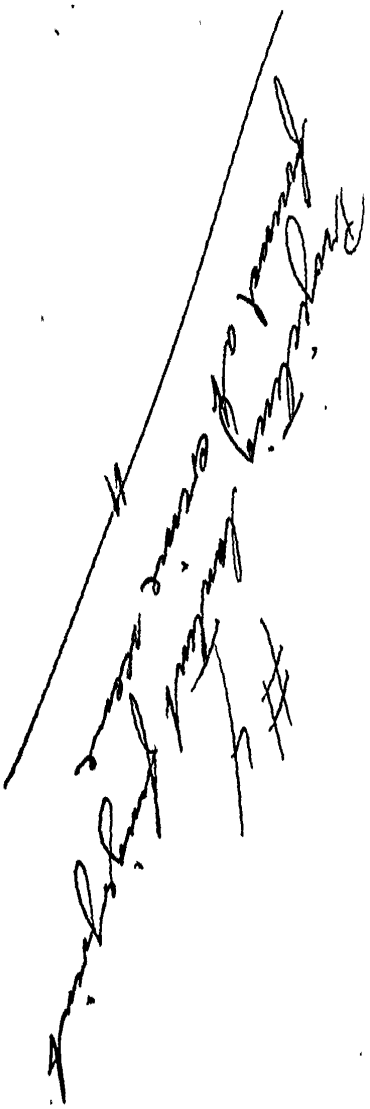
62-31990-1614



FL 5-43

TECHNICIANS IN THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, PROJECTING ON A SCREEN A MAGNIFIED PICTURE OF A FINGERPRINT FOUND AT THE SCENE OF A CRIME.

62-21440-1614

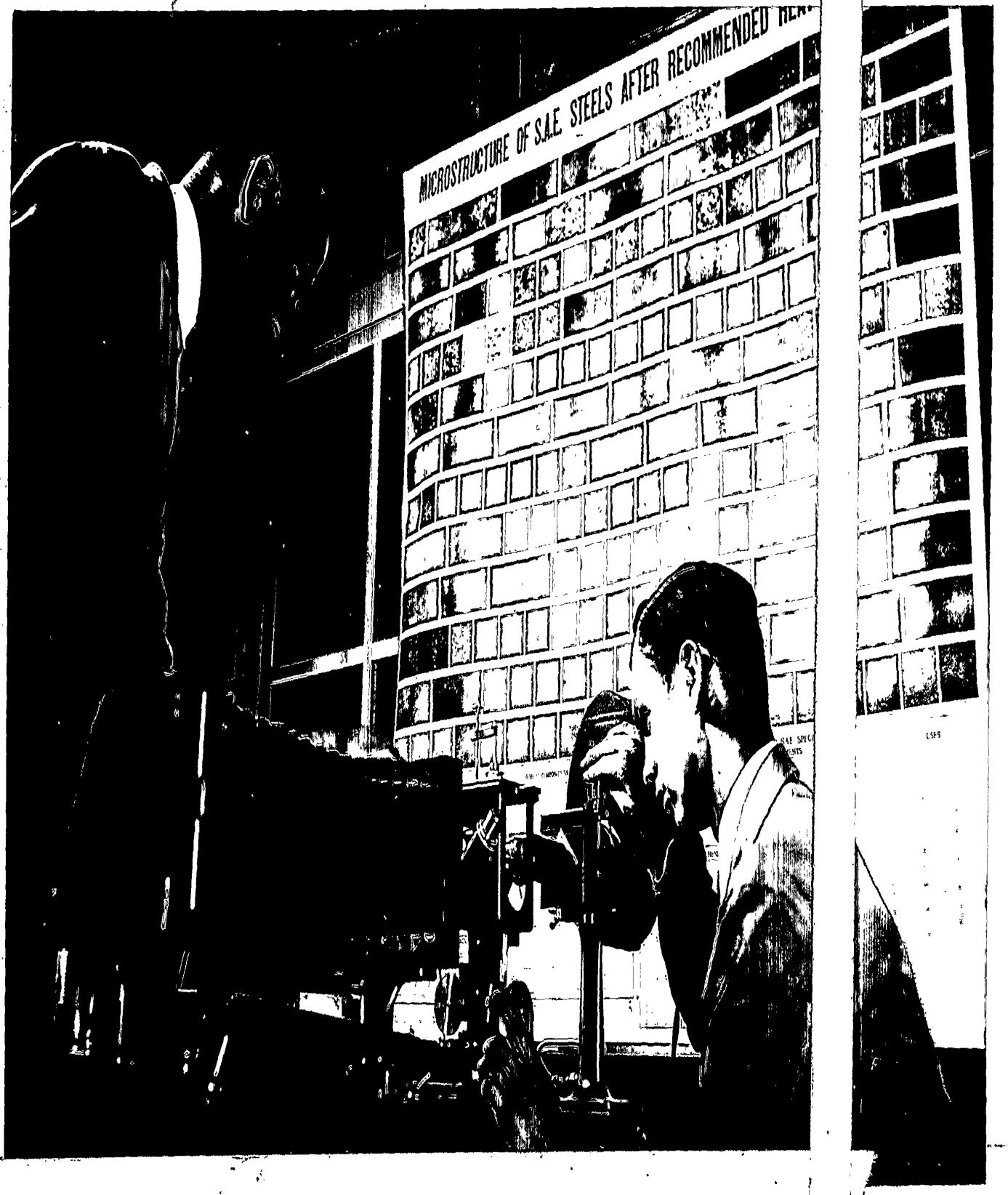


OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.



FBI-5-76
The analysis of a soil specimen in the FBI Laboratory by means of the petrographic microscope.

62-21440-1614




FBI-5-73

The examination and photographing of a piece of metal by means of the FBI Laborat[illegible] Metalloscope.

7 3/8

62-21443-1614

Serialized per 302 re [illegible]

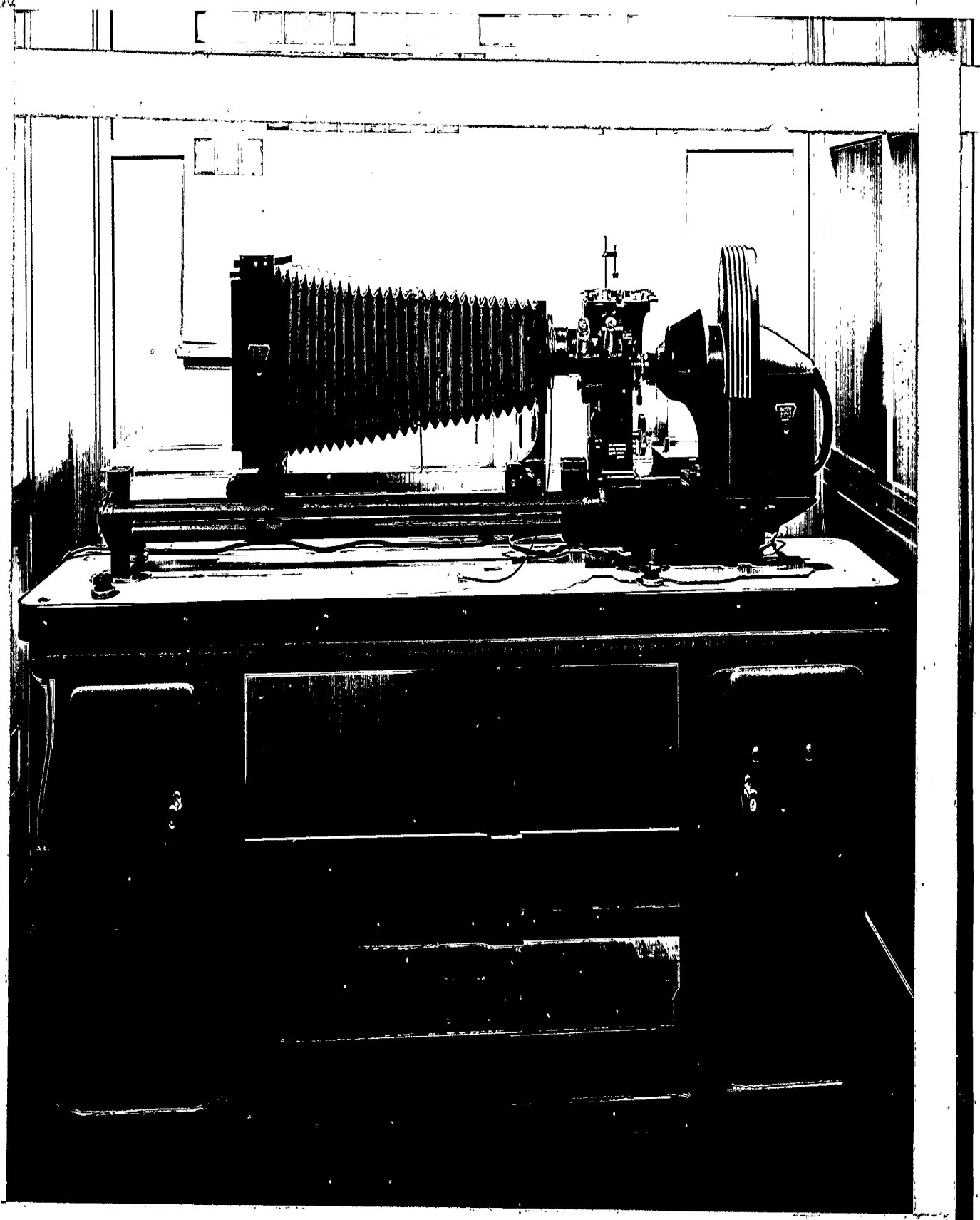
5



F. B. I. -5-3

AN EXAMINER OF QUESTIONED DOCUMENTS OF THE TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, WEIGHING PAPER ON THE ANALYTICAL BALANCE.

Substitute for #11



Research Metallograph in the FRI Laboratory

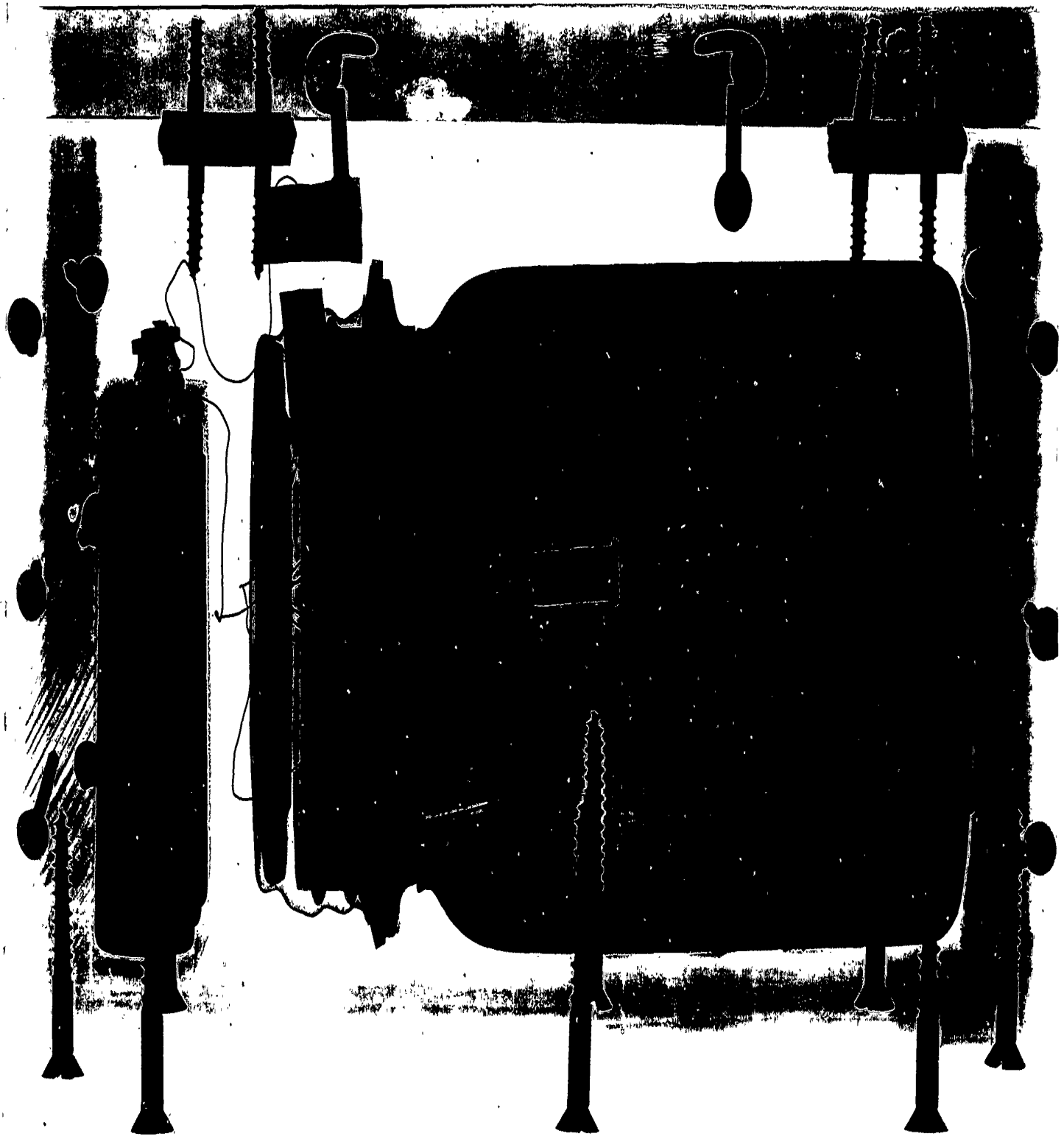
62-21440-1614

1

#

5"

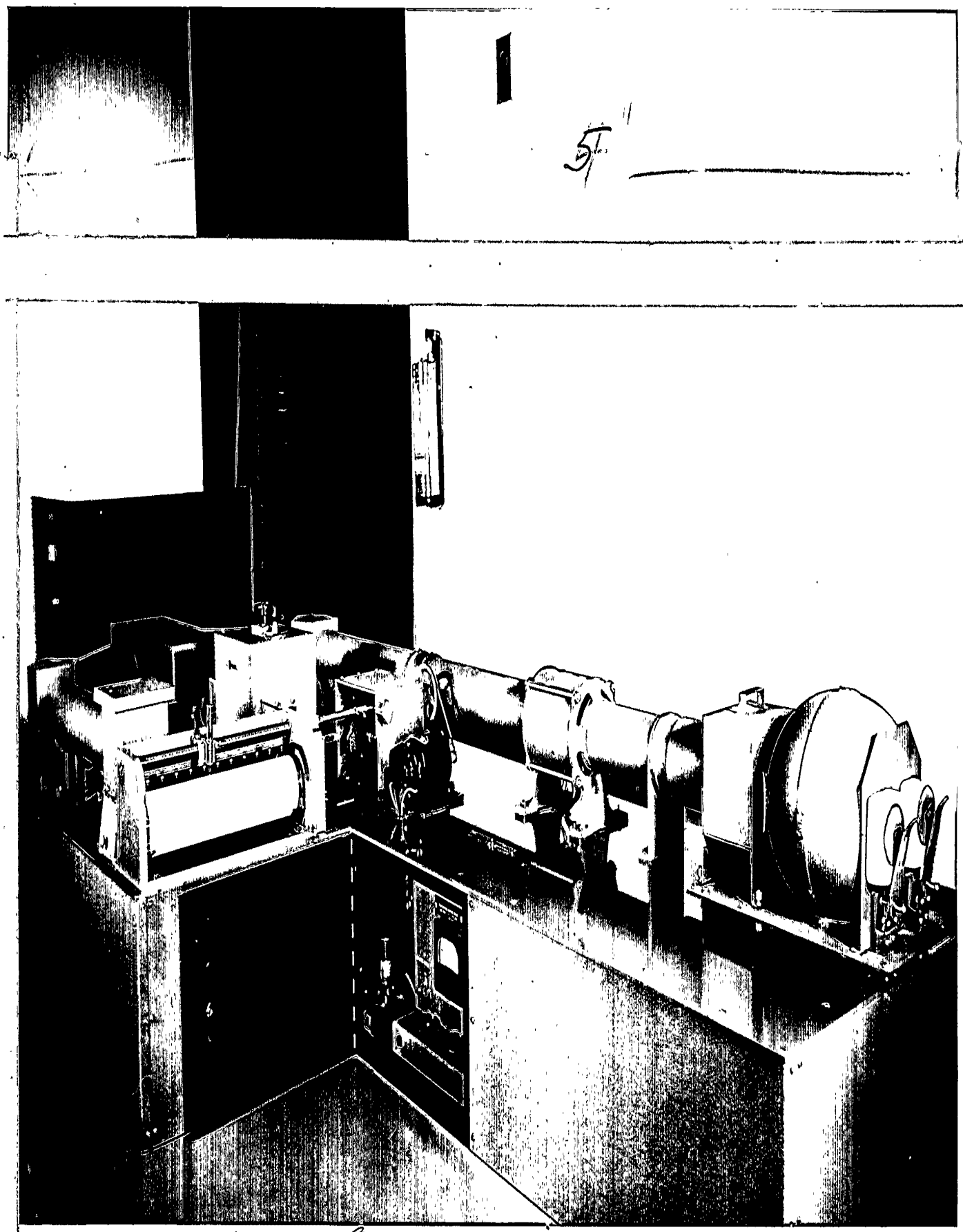
9 1/4



EXAMPLE OF HOW A BOMB, ENCASED IN A WOODEN BOX, MAY BE EXPOSED BY X-RAYS, TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

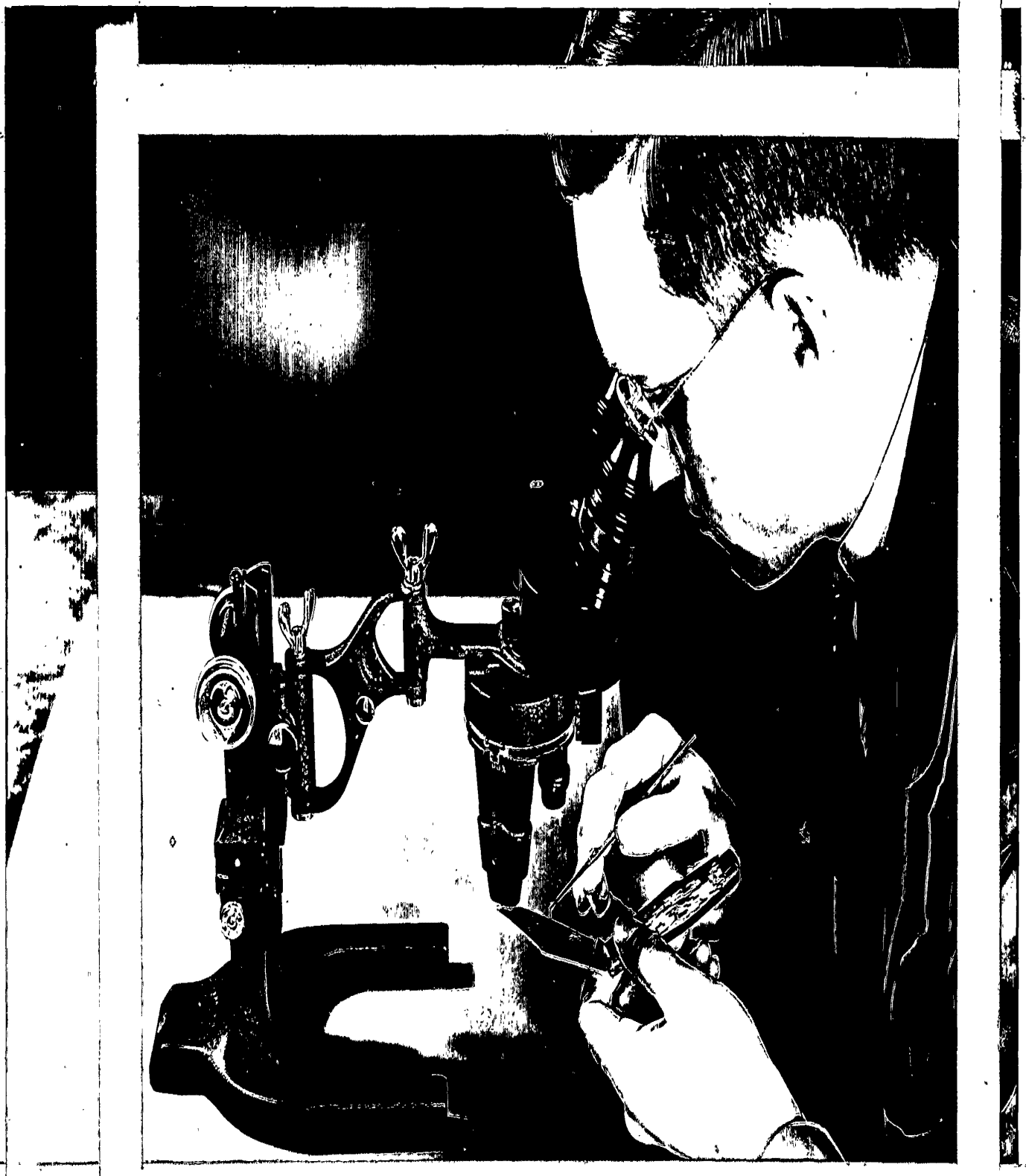
62-21443-1644

Substitute For [illegible]



The 8" Recording SPECTOPHOTOMETER

62-21440-1615

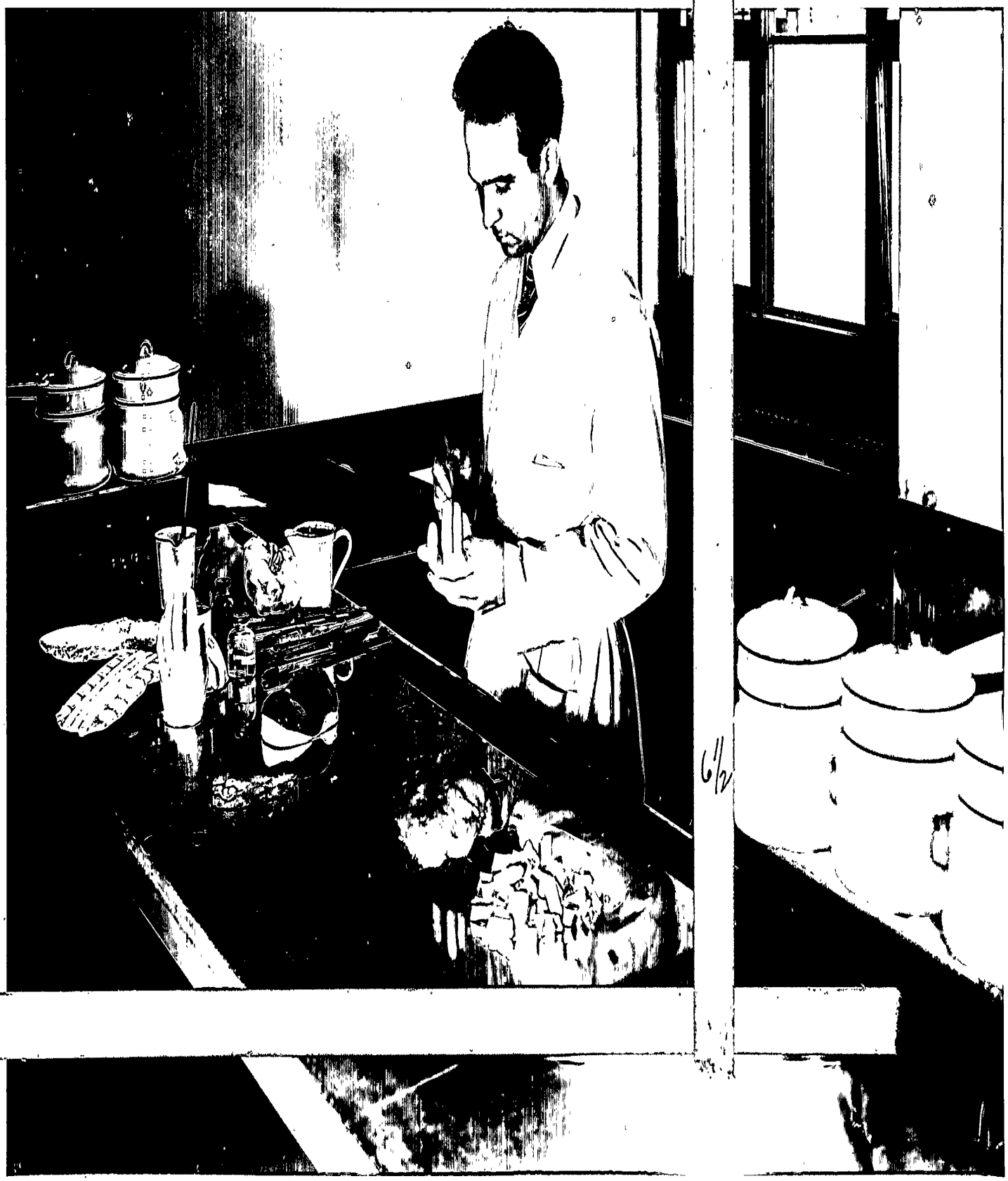


F.I

PREPARI[illegible]PECIMEN FOR SPECTOGRAPHIC ANALYSIS AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.

62-31440-1618

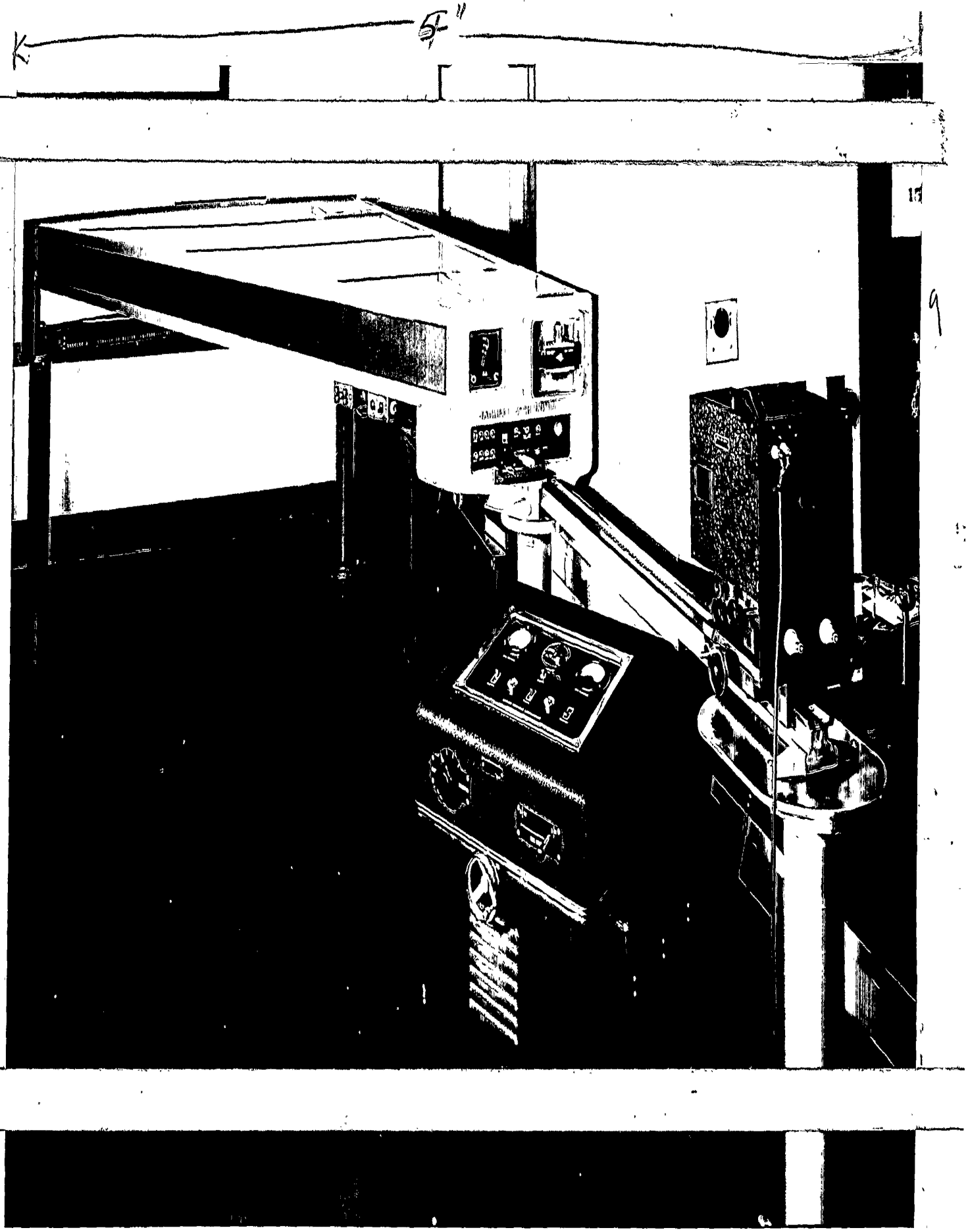


F. B. I. - 5 - 23

PLASTER AND MOULAGE CASTS OF HANDS, A HEAD, THE BOTTOM OF A FOOT, AND TIRE TREADS IN THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

62-71440-1614

OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.



LARGE GRATING SPECTOGRAPH

62-21440-1614



F. B. I.-5-25

~~TECHNICIANS AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE, IN THE PREPARATION OF A CHEMICAL ANALYSIS.~~

ONE OF THE TECHNICAL LABORATORIES IN THE FBI LABORATORY

62-21440-1614



#12

F.B.I.- Examining fibers in the FBI

USING A HIGH POWER COMPARISON MICROSCOPE ~~AT~~ THE ~~TECHNICAL~~ LABORATORY ~~OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.~~

62-21[illegible]-1614

OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.



ONE OF THE ~~FBI~~ DOCUMENT EXAMINATION ROOMS IN THE FBI LABORATORY

62-21440-1614

#22

ND-69

DIVISION FIVE

4/11 1946

| | |
|---|---|
| ____Mr. Tamm | ____Mr. Bartlett, 1519 |
| ____Mr. Ladd | ____Mr. Beattie, 1509 |
| ____Mr. Mumford | ____Mr. Doherty, 1517 |
| ____Mr. _____ | ____Mr. Griffee, 1519 |
| | ____Mr. Reynolds, 1511 |
| | ____Mr. Webb, 1511 |
| ____Mr. Callan, 4645 | |
| ____Mr. Carson, 2266 | |
| ____Mr. Fitch, 1529 | |
| ____Mr. Strickland, 1246 | |
| ____Mr. Roach, 1515 | ____Miss Henderer, 1526 |
| | ____Mrs. Heinrich, 1522 |
| | ____Mrs. McMahon, 1535 |
| | ____Mr. Waters, 1712 |
| ____Miss Minor, 1746 | ____Miss Macaluso, 1524 |
| ____Miss Callan, 1513 | |
| ____Miss Etheredge, 1529 | |
| ____Miss Egelston, 1513 | |
| ____Miss Gulley, 1529 | ____Records Section |
| | ____Search, Serialize, and Route |
| ____Miss Guigon, 4306 | ____Place on Record and Return |
| ____Miss Seay, 4507 | ____Send File |
| ____Mrs. Burton, 1503 | ____Indicate Index References |
| ____Miss Sutton, 1533 | ____See Me |
| ____Miss _____ | ____Call Me |
| | ____Note and Return |
| | ____Please Initial |

The attached yellow sheets contain the combined suggested corrections of Agent Monticone and myself.

John J. McAuliffe.

SUPERVISOR



5-72

Physics and Chemistry FBI

Technicians at work in the ~~Chemical~~ Section of the ~~Technical~~ Laboratory, Federal Bureau of Investigation, United States Department of Justice.

62-21440-1614

#2

5"

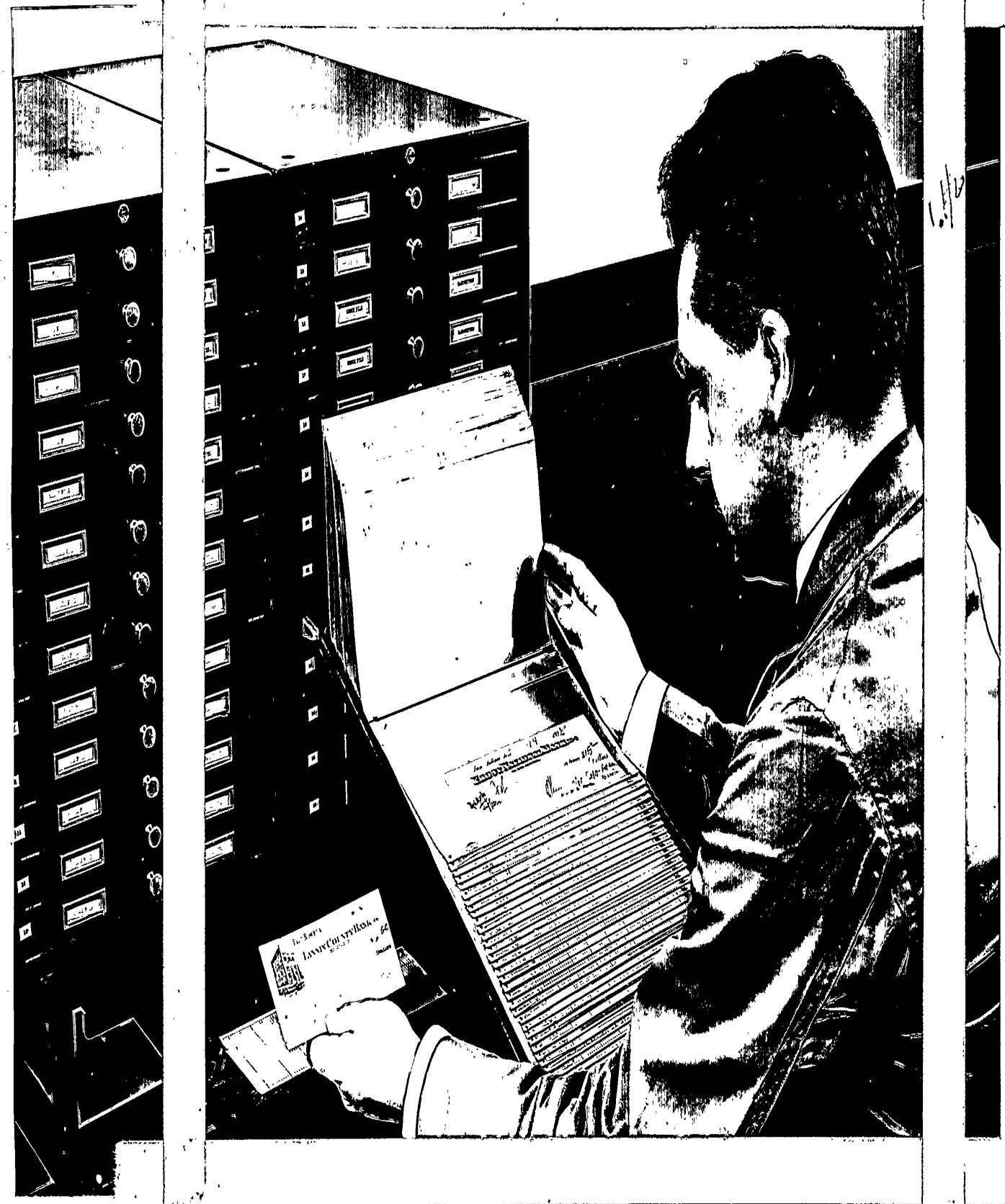



F.B.I. 63

ENGRAVING IDENTIFICATION NUMBER ON SHELL SPECIMEN AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

62-21440-1614

Substitute for #6



FBI-5-48

EXPERT SEARCHING THE FRAUDULENT CHECK FILE, TECHNICAL LABORATORY, FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

62-31440-1614

D-5-75

OFFICIAL PHOTOGRAPH OF THE
FEDERAL BUREAU OF INVESTIGATION,
U. S. DEPARTMENT OF JUSTICE.
MAY BE REPRODUCED ONLY UPON
RECEIPT OF WRITTEN PERMISSION.




F. B. I. -5-16

VIEWING A SUSPECT BULLET WITH A TEST BULLET THROUGH THE COMPARISON MICROSCOPE AT THE TECHNICAL LABORATORY OF THE FEDERAL BUREAU OF INVESTIGATION, UNITED STATES DEPARTMENT OF JUSTICE.

#7

| Page | Par. | Line | |
|---|---|---|---|
| 1 | 1 | 1 | Investigation instead of Investigación |
| 1 | 1 | 3 | América instead of Amèrica |
| 1 | 1 | 8 | Ayudar instead of asistir |
| 1 | 1 | 8,9 10,11 12 | The sentence is retranslated as follows: Además, se conduce en el Laboratorio del Bureau en Washington el trabajo de investigación en las ciencias policíacas y se efectuan por medio del Boletín de Criminalística del FBI un gran numero de contribuciones a la ciencia del Cumplimiento de la ley. |
| 1 | 2 | 2 | Omit: estos expertos |
| 1 | 2 | 3 | En cuanto instead of en relación con |
| 1 | 2 | 4 | En los tribunales federales o estatales instead of: en las cortes federales o estadalesa. |
| 1 | 2 | 5 | Sin gastos ningunos instead of sin costo alguno. |
| 1 | 2 | 6 | y el testimonio instead of: o testimonio |
| 1 | 2 | 7 | del instead of de un |
| 1 | 2 | 8 | son instead of es |
| 1 | 2 | 10 | tribunales instead of cortes |
| 1 | 3 | 3 | Ayudar a los tribunales instead of ayuda a las corbes. |
| 1 | 3 | 3,4 | fallos justos instead of sentencias correctas. |
| 1 | 3 | 4,5 | y a estos fines es que se dodican las facilidades del Laboratorio del FBI |
| 1 | 4 | 1 | está integrado por instead of se compone de |
| 1 | 4 | 2 | omit: un |
| 2 | 1 | 1 | consiguiente al instead of después de |
| 2 | 1 | 2 | Sometida instead of ofrecida |
| 2 | 1 | 7 | en sus investigaciones, instead of enssu investigación |
| 2 | 1 | 8 | Ayudándole a descubrir todos los hechos conocidos del crimen, instead of: se ayuda en la investigación con los hechos que posee |
| 2 | 1 | 11 | tribunales, instead of cortes |
| 2 | 2 | 1 | hoy dia, instead of de hoy |
| 2 | 2 | 3 | tribunal, instead of corte |
| 2 | 2 | 4 | antiguo, instead of viejo |
| 2 | 2 | 4 | omit: sólo; insert solamente after: opiniones |
| 3 | 1 | 3 | tribunal, instead of corte |

(9)

| Page | Par. | Line | |
|---|---|---|---|
| 3 | 1 | 7 | desinteresado instead of desinterasado |
| 3 | 1 | 10 | insert las before condiciones |
| 3 | 2 | 2 | los tribunales instead of las cortes |
| 3 | 2 | 2 | procura instead of persigue |
| 3 | 3 | 1 | lo instead of el |
| 3 | 3 | 2 | relacionadas instead of relacionada |
| 3 | 3 | 4 | el tribunal instead of la corte |
| 3 | 3 | 4 | se interpreta instead of se interpreto |
| 3 | 4 | 1 | de que se sospecha procedan instead of que se sospecha proceden |
| 3 | 4 | 3,4 | así como de accidentes instead of así como accidentes |
| 3 | 4 | 14,15 | y si de origen animal, instead of y de origen animal |
| 3 | 4 | 15 | especie, instead of expecie; pertencce, instead of pertence |
| 4 | 2 | 5 | venado, instead of verado |
| 5 | 1 | 4 | encontrada instead of que hay |
| 5 | 1 | 6 | dice instead of dijo |
| 5 | 2 | 1 | place no sólo after valioso on line 2 |
| 5 | 2 | 4 | para instead of de; ~~x~~ omit comma |
| 5 | 2 | 5 | judiciaria, instead of judicia |
| 5 | 3 | 1 | La toxicología, instead of simply ~~x~~ toxicología |
| 5 | 3 | ~~x~~ | y en el Laboratorio del FBI se encuentra un equipo ~~x~~ completo para llevar a cabo exámenes toxicológicos |
| ~~x~~5 | 4 | 6 | que se hayan usado con propósito criminal, instead of: los que fueron usados con propósito criminal |
| 5 | 6 | 3 | lleva instead of llevan |
| 5 | 7 | 4 | bruñidas, instead of: bruñidasá |
| 5 | 7 | 4,5 | Este aspecto del trabajo lo desarrollan los tecnicos de la Sección Monodactilar del Bureau. |
| 6 | 1 | 5 | un sospechoso cualquier instead of algún sospechoso |
| 6 | 1 | 7 | a su disposición instead of asequibles |
| 6 | 2 | 2 | integrado por instead of fabricado con |
| 6 | 2 | 6,7 | colocados en la platina respectiva de cada microscopio se pueden examinar a la vez, instead of: situados----------simultáneamente. |
| 6 | 2 | 8 | utilizado instead of usado |
| 6 | 2 | 8 | en el examen de muestras tanto dudosas como conocidas, sean éstas instead of: para----------sean |

| Page | Par. | Line | |
|---|---|---|---|
| 6 | 3 | 1 | presentan instead of presenta |
| 7 | 1 | 7 | dudosos instead of cuestionados |
| 7 | 1 | 9 | con instead of desde |
| 7 | 1 | 13,14 | presentan instead of presenten |
| 7 | 1 | 19,20 | quedando reducido así el problema a la localización del arma de que se trata entre muy pocos tipos. |
| 8 | 1 | 1 | Una vez localizada instead of después de ser localizada |
| 8 | 2 | 5 | por todo el territorio de instead of por todos |
| ~~8~~ | ~~1~~ | ~~12~~ | ~~eliminándose de esta manera instead of y de esta manera se eliminara~~ |
| ~~8~~ | ~~2~~ | ~~11~~ | |
| 8 | 2 | 9,10,11 | dos casos, al parecer independientes, puedan resultar relacionadas, eliminándose así otro caso penal hasta el momento no aclarado |
| 8 | 3 | 4 | sino instead of por sí |
| 9 | 1 | 8 | de que instead of simply que |
| 9 | 1 | 9 | hubiesen instead of habían |
| 10 | 1 | 1 | en estado carbonizado instead of quemadas |
| 10 | 1 | 4 | pudiesen ser instead of hubieran sido |
| 10 | 2 | 5 | llegadas instead of llegada |
| 10 | 3 | 3 | científicamente preparados instead of entrenados científicamente |
| 10 | 3 | # 7 | el tribunal, instead of la corte |
| 10 | 3 | 10 | los tribunales, instead of las cortes |
| 10 | 4 | Title | Dibujos de Pólvora, instead of Dibujos de pólvera |
| 10 | 4 | 3 | una arma, instead of un arma |
| 10 | 4 | 4 | determinar instead of determinan |
| 10 | 5 | 1 | registrar instead of recordar |
| 11 beneath picture | | | Encerrada instead of incerrada |

| Page | Par. | Line | |
|---|---|---|---|
| 11 | 2 | 2 | si tal bala fué disparada de tal arma, instead of si una bala dada fué disparada de una arma particular |
| 11 | 2 | 3,4 | dejadas en varios elementos de evidencia instead of dejadas en el lugar del suceso |
| 11 | 2 | 4 | por tal instrumento instead of por un instrumento dado |
| 11 | 2 | 7 | dudosa, instead of cuestionada |
| 11 | 2 | 9 | aquéllos instead of aquellos |
| 11 | 2 | 12 | una llave instead of un arrancador |
| 12 | 2 | 6 | cristales instead of cristaoes |
| 12 | | | No corrections |
| 14 | 1 | 7 | se entrenan instead of entreman |
| 14 | 1 | 9 | los tribunales instead of las cortes |
| 14 | 2 | 12 | una llave instead of un arrancador |
| 15 | 1 | 3 | aquéllos instead of aquellos |
| 15 | 5 | 7 | de precisión (two words) |
| 16 | 1 | 6 | colección instead of collcción |
| 16 | 2 | 5 | omit así |
| 18 | 1 | 6 | tales instead of tal |
| 19 | 1 | 3 | también instead of tambiún |
| 19 | 2 | 1 | la metalurgía instead of la metalurgia |
| 19 | 3 | 3 | técnico instead of túcnico |
| 20 | 2 | 9,10 | tanto cualitativos como instead of tan-----tales |
| 21 | beneath picture | | Fraudulentos instead of fraudelentes |
| 21 | 1st title | | Robos de Banco instead of Ribos de Bancos |
| 21 | 1 | 2 | En el examen de martillos de que se sospecha hayan sido utilizados, instead of en el examen de los martillos, de los que se sospecha ha sido utilizados, etc. |
| 21 | 1 | 4 | yeso mate instead of plástico |
| 21 | 1 | 5 | " " " " " |
| 21 | 1 | 6 | a los lados de la caja fuerte, instead of que haya cerca da la caja fuerte |

| Page | Par. | Line | |
|---|---|---|---|
| 22 | 1 | 1 | Omit sido and con |
| 22 | 1 | 2 | Omit el |
| 23 | 2 | 1 | En aquellos casos donde instead of en aquellos casos en los que |
| 23 | 4 | 3 | Omit debiendo; teniendo instead of tener |
| 23 | 4 | 5 | Se debe tomar todo cuidado para asegurar, etc., instead of: todas las precauciones deben ser tomadas en cuenta para asegurar, etc. |
| 24 | | | No corrections |
| 25 | 1 | 4 | el tribuñal instead of la corte |
| 26 | | | no corrections |
| 27 | 2 | 4 | evidencia instead of probanza |
| 27 | 2 | 4 | Los problemas policíacos instead of las problemas policíacas |
| 27 | 2 | 5 | tribunal instead of Juzgado |
| 27 | 2 | 6,7 | técnica instead of relativa a la ingeniería |
| 27 | 2 | 8,9,10 | o sea la aplicación y el desarrollo del equipo de radio en relación con los problemas específicos de la investigación de crímenes. instead of también----------delitos. |
| 27 | 2 | 13,14 | ciertos problemas policíacos instead of ciertas problemas policíacas |
| 27 | 2 | 11 | el campo de la instead of los campos de |
| 27 | 2 | 11 | de la ingeniería eléctrica instead of simply ingeniería eléctrica |
| 27 | 2 | 12 | del sonido instead of sonido; de la acústica instead of acéstica; conocimientos instead of habilidades; por medio del instead of por el |
| 28 | 2 | 7 | Clasificación instead of clasificaciin |
| 28 | 2 | 7,8 | Descripción instead of descripcion |
| 28 | 2 | 8 | datos instead of dato |
| 28 | 2 | 9 | puedan instead of pueda |
| 28 | 2 | 12 | haya instead of ha |
| 28 | 3 | 5 | cambio instead of cambioá |
| 28 | 3 | 9 | conveniente instead of propia |
| 28 | 3 | 10,11 | ⅋ ⅋ los tribunales instead of las cortes |

| Page | Par. | Line | |
|---|---|---|---|
| 28 | 3 | 17 | Si dichas consideraciones instead of Si las consideraciones dichas |
| 29 | 1 | 4 | ; instead of , |
| 29 | 1 | 9 | ø papel de envolver limpio instead of papel limpio de envolver |
| 29 | 1 | 11 | insert y after material |
| 30 | 1 | 4 | Seguridad instead of seguridas |
| 30 | 1 | 10 | se deben remeter instead of deben ser remitidos |
| 30 | 2 | 13 | impermeable instead of libre de goteo |
| 30 | 2 | 14 | quede instead of queda |
| 30 | 3 | 3 | símbolo instead of símvolo |
| 31 | 1 | 1 | AUTORIZACION instead of AUTHORIZACION |
| 31 | 1 | 5 | ## fin instead of fine |
| 31 | 2 | 3 | contra el manoseo instead of de manoseo |
| 31 | 2 | 3 | hay que instead of haya de |
| 31 | 2 | 5 | puedan instead of pueden |
| 31-32 | 1 | 1 | Por lo general, resulta satisfactorio enviarlas instead of: Es usualmente empleado a satisfaccion el |
| 32 | 1 | 5 | colocado instead of situado |
| 32 | 1 | 6 | se ee colocarán en recipientes para cada dedo instead of se situarán separadamente los de cada dedo |
| 32 | 1 | 11 | envoltura instead of envolutra |
| 32 | 1 | 11,12 | boticario instead of drogusta |
| 32 | 1 | 12 | doblamiento instead of doblado |
| 32 | 1 | 16 | se coloca instead of coloca |
| 32 | 2 | 2 | materiales instead of mateirales |
| 32 | 2 | 3 | propósito instead of porpósito |
| 32 | 2 | 4 | litro instead of litroa |
| 32 | 2 | 5 | representativo instead of representante |
| 32 | 2 | 6 | agitado instead of batido |
| 32 | 2 | 7 | destinada instead of dedicada |
| 32 | 3 | Title | Yeso mate instead of Plástico |
| | | | Moulage instead of Mulage |

SPANISH TRANSLATION OF FBI LABORATORY MANUAL

There are listed below corrections made by Special Agent Charles R. Monticone of the New York Office, based on the translation submitted by the Bureau to New York. The references below are to the translated manuscript.

| Page | Paragraph | Line | |
|---|---|---|---|
| 1 | 1 | 1 | The last word in this line is Investigación. It is believed this should be kept in the original and the word should be Investigation. Otherwise, Investigación should be changed to the plural, Investigaciones. |
| 1 | 1 | 3 | Amèrica should have an acute accent, América. |
| 1 | 1 | 8 | Asistir means to attend. The word should be ayudar. |
| 1 | 1 | 8,9, 10,11, 12 | The sentence is retranslated as follows: Además, se conduce en el Laboratorio del Bureau en Washington el trabajo de investigación en las ciencias policíacas y se efectúan por medio del Boletín de Criminalística del FBI un gran número de contribuciones a la ciencia del Cumplimiento de la ley. |
| 1 | 2 | 2 | Omit estos expertos. |
| 1 | 2 | 3 | En cuanto a instead of en relación con. |
| 1 | 2 | 4 | En los tribunales federales o estatales instead of en las cortes federales o estadalesa. |
| 1 | 2 | 5 | Sin gastos ningunos instead of sin costo alguno. |
| 1 | 2 | 7 | Del instead of de un. |
| 1 | 2 | 10 | Tribunales instead of cortes. |
| 1 | 3 | 3 | Ayudar a los tribunales instead of ayuda a las cortes. |
| 1 | 3 | 4 | Omit también. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 2 | 1 | 2 | Sometida, instead of ofrecida. |
| 2 | 1 | 7 | En su investigación instead of enssu investigación, or possibly better still, en sus investigaciones, using the plural. |
| 2 | 1 | 8 | Ayudándole a descubrir todos los hechos conocidos del crimen (delito) instead of se ayuda en la investigacion con los hechos que posee. |
| 2 | 1 | 11 | Tribunales instead of cortes. |
| 2 | 2 | 1 | Hoy día instead of hoy. |
| 2 | 2 | 3 | Tribunal instead of corte. |
| 2 | 2 | 4 | Antiguo instead of viejo. |
| 3 | 1 | 3 | Tribunal instead of corte. |
| 3 | 2 | 2 | Los tribunales instead of las cortes. |
| 3 | 3 | 4 | El tribunal instead of la corte. |
| 3 | 3 | 4 | Se interpreta instead of se interpretó. |
| 3 | 4 | 3,4 | Así como de accidentes instead of así como accidentes |
| 3 | 4 | 14,15 | Y si de origen animal instead of y de origen animal. |
| 4 | 2 | 2 | Una grande colección, or better still, una colèccion grande instead of una gran colección. |
| 5 | 3 | 1 | La toxicología instead of simply toxicología. |
| 5 | 4 | 6 | Que se hayan usado con propósito criminal instead of los que fueron usados con propósito criminal. |
| 5 | 7 | 4 | Bruñidas instead of bruñidasá. |
| 5 | 7 | 4 | Omit se before desarrollan. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 6 | | | No corrections. |
| 7 | | | No corrections. |
| 8 | 2 | 11 | Eliminar instead of se eliminará, omitting the comma after manera. |
| 9 | | | No corrections. |
| 10 | 2 | 5 | Llegadas instead of llegada. |
| 10 | 3 | 7 | El tribunal instead of la corte. |
| 10 | 3 | 10 | Los tribunales instead of las cortes. |
| 10 | 4 | title | Dibujos de Pólvora instead of Dibujos de Pólvera. |
| 10 | 4 | 3 | Una arma instead of un arma. |
| 11 | beneath picture | | Encerrada instead of incerrada. |
| 11 | 2 | 2 | Fué instead of jué. |
| 11 | 2 | 2 | una arma instead of un arma. |
| 11 | 2 | 2 | Si tal bala fué disparada de tal arma instead of si una bala dada fué disparada de una arma particular. |
| 11 | 2 | 4 | Por tal instrumento instead of por un instrumento dado. |
| 12 | 2 | 6 | Cristales instead of cristaoes. |
| 13 | | | No corrections. |
| 14 | 1 | 7 | Se entrenan instead of se entreman. |
| 14 | 1 | 9 | Los tribunales instead of las cortes. |
| 15 | 3 | 7 | Al extranjero instead of en el extranjero. |
| 15 | 5 | 7 | De precisión (two words). |

| Page | Paragraph | Line | |
|---|---|---|---|
| 16 | | | No corrections. |
| 17 | | | No corrections. |
| 18 | | | No corrections. |
| 19 | 1 | 3 | También instead of tambiún. |
| 19 | 2 | 1 | La metalurgía instead of la metalurgia. |
| 20 | 2 | 10 | Omit y before tales. Also consider the possibility of omitting both y and tales. |
| 21 | beneath picture | | Fraudulentos instead of fraudelentes. |
| 21 | first title | | Robos de Bancos instead of Ribos de Bancos. |
| 21 | 1 | 2 | En el examen de martillos que se sospecha han sido utilizados, etc., instead of en el examen de los martillos, de los que se sospecha ha sido utilizados, etc. |
| 21 | 1 | 6 | A los lados de la caja fuerte instead of que haya cerca de la caja fuerte. |
| 22 | | | No corrections. |
| 23 | 2 | 1 | En aquellos casos que instead of en aquellos casos en los que. |
| 23 | 4 | 3 | Omit debiendo and change tener to teniendo. |
| 23 | 4 | 5 | Se debe tomar todo cuidado para asegurar, etc., instead of todas las precauciones deben ser tomadas en cuenta para asegurar, etc. |
| 24 | | | No corrections. |
| 25 | 1 | 4 | El tribunal instead of la corte. |
| 26 | | | No corrections. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 27 | 2 | 4 | Los problemas policíacos instead of las problemas policíacas. |
| 27 | 2 | 13,14 | Ciertos problemas policíacos instead of ciertas problemas policíacas. |
| 28 | 2 | 7 | Clasificación instead of clasificacíin. |
| 28 | 2 | 7,8 | Descripción instead of descripcion. |
| 28 | 3 | 5 | Cambio instead of cambioá. |
| 28 | 3 | 10,11 | Los tribunales instead of las cortes. |
| 29 | | | No corrections. |
| 30 | 1 | 4 | Seguridad instead of seguridas. |
| 30 | 1 | 10 | Se deben remeter instead of deben ser remitidos. |
| 30 | 3 | 3 | Símbolo instead of símvolo. |
| 31 | | | No corrections. |
| 32 | 1 | 11,12 | Droguista instead of drogusta. Possibly boticario would be better. |
| 32 | 1 | 16 | Se coloca instead of coloca. |
| 32 | 2 | 2 | Materiales instead of mateirales. |
| 32 | 2 | 4 | Litro instead of litroá. |

SPANISH TRANSLATION OF FBI LABORATORY MANUAL

There are listed below corrections made by Special Agent Charles R. Monticone of the New York Office, based on the translation submitted by the Bureau to New York. The references below are to the translated manuscript.

| Page | Paragraph | Line | |
|---|---|---|---|
| 1 | 1 | 1 | The last word in this line is Investigación. It is believed this should be kept in the original and the word should be Investigation. Otherwise, Investigación should be changed to the plural, Investigaciones. |
| 1 | 1 | 3 | América should have an acute accent, América. |
| 1 | 1 | 8 | Asistir means to attend. The word should be ayudar. |
| 1 | 1 | 8,9, 10,11, 12 | The sentence is retranslated as follows: Además, se conduce en el laboratorio del Bureau en Washington el trabajo de investigación en las ciencias policíacas y se efectúan por medio del Boletín de Criminalística del FBI un gran número de contribuciones a la ciencia del Cumplimiento de la ley. |
| 1 | 2 | 2 | Omit estos expertos. |
| 1 | 2 | 3 | En cuanto a instead of en relación con. |
| 1 | 2 | 4 | En los tribunales federales o estatales instead of en las cortes federales o estadales. |
| 1 | 2 | 5 | Sin gastos ningunos instead of sin costo alguno. |
| 1 | 2 | 7 | Del instead of de un. |
| 1 | 2 | 10 | Tribunales instead of cortes. |
| 1 | 3 | 3 | Ayudar a los tribunales instead of ayuda a las cortes. |
| 1 | 3 | 4 | Omit también. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 2 | 1 | 2 | Sometida, instead of ofrecida. |
| 2 | 1 | 7 | En su investigación instead of ensu investigación, or possibly better still, en sus investigaciones, using the plural. |
| 2 | 1 | 8 | Ayudándole a descubrir todos los hechos conocidos del crimen (delito) instead of se ayuda en la investigacion con los hechos que posee. |
| 2 | 1 | 11 | Tribunales instead of cortes. |
| 2 | 2 | 1 | Hoy día instead of hoy. |
| 2 | 2 | 3 | Tribunal instead of corte. |
| 2 | 2 | 4 | Antiguo instead of viejo. |
| 3 | 1 | 3 | Tribunal instead of corte. |
| 3 | 2 | 2 | Los tribunales instead of las cortes. |
| 3 | 3 | 4 | El tribunal instead of la corte. |
| 3 | 3 | 4 | Se interpreta instead of se interpretó. |
| 3 | 4 | 3,4 | Así como de accidentes instead of así como accidentes |
| 3 | 4 | 14,15 | Y si de origen animal instead of y de origen animal. |
| 4 | 2 | 2 | Una grande colección, or better still, una colección grande instead of una gran colección. |
| 5 | 3 | 1 | La toxicología instead of simply toxicología. |
| 5 | 4 | 6 | que se hayan usado con propósito criminal instead of los que fueron usados con propósito criminal. |
| 5 | 7 | 4 | Bruñidas instead of bruñidasa. |
| 5 | 7 | 4 | Omit se before desarrollan. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 6 | | | No corrections. |
| 7 | | | No corrections. |
| 8 | 2 | 11 | Eliminar instead of se eliminará, omitting the comma after manera. |
| 9 | | | No corrections. |
| 10 | 2 | 5 | Llegadas instead of llegada. |
| 10 | 3 | 7 | El tribunal instead of la corte. |
| 10 | 3 | 10 | Los tribunales instead of las cortes. |
| 10 | 4 | title | Dibujos de Pólvora instead of Dibujos de Polvera. |
| 10 | 4 | 3 | Una arma instead of un arma. |
| 11 | beneath picture | | Encerrada instead of incerrada. |
| 11 | 2 | 2 | Fué instead of jué. |
| 11 | 2 | 2 | una arma instead of un arma. |
| 11 | 2 | 2 | Si tal bala fué disparada de tal arma instead of si una bala dada fué disparada de una arma particular. |
| 11 | 2 | 4 | Por tal instrumento instead of por un instrumento dado. |
| 12 | 2 | 6 | Cristales instead of cristaces. |
| 13 | | | No corrections. |
| 14 | 1 | 7 | Se entrenan instead of se entremen. |
| 14 | 1 | 9 | Los tribunales instead of las cortes. |
| 15 | 3 | 7 | Al extranjero instead of en el extranjero. |
| 15 | 5 | 7 | De precision (two words). |

| Page | Paragraph | Line | |
|---|---|---|---|
| 16 | | | No corrections. |
| 17 | | | No corrections. |
| 18 | | | No corrections. |
| 19 | 1 | 3 | También instead of tambiún. |
| 19 | 2 | 1 | La metalurgia instead of la metalurgia. |
| 20 | 2 | 10 | Omit y before tales. Also consider the possibility of omitting both y and tales. |
| 21 | beneath picture | | Fraudulentos instead of fraudelentes. |
| 21 | first title | | Robos de Bancos instead of Ribos de Bancos. |
| 21 | 1 | 2 | En el examen de martillos que se sospecha han sido utilizados, etc., instead of en el examen de los martillos, de los que se sospecha ha sido utilizados, etc. |
| 21 | 1 | 6 | A los lados de la caja fuerte instead of que haya cerca de la caja fuerte. |
| 22 | | | No corrections. |
| 23 | 2 | 1 | En aquellos casos que instead of en aquellos casos en los que. |
| 23 | 4 | 3 | Omit debiendo and change tener to teniendo. |
| 23 | 4 | 5 | Se debe tomar todo cuidado para asegurar, etc., instead of todas las precauciones deben ser tomadas en cuenta para asegurar, etc. |
| 24 | | | No corrections. |
| 25 | 1 | 4 | El tribunal instead of la corte. |
| 26 | | | No corrections. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 27 | 2 | 4 | Los problemas policiacos instead of las problemas policiacas. |
| 27 | 2 | 13,14 | Ciertos problemas policiacos instead of ciertas problemas policiacas. |
| 28 | 2 | 7 | Clasificación instead of clasificacion. |
| 28 | 2 | 7,8 | Descripción instead of descripcion. |
| 28 | 3 | 5 | Cambio instead of cambios. |
| 28 | 3 | 10,11 | Los tribunales instead of las cortes. |
| 29 | | | No corrections. |
| 30 | 1 | 4 | Seguridad instead of seguridas. |
| 30 | 1 | 10 | Se deben remeter instead of deben ser remitidos. |
| 30 | 3 | 3 | Símbolo instead of simvolo. |
| 31 | | | No corrections. |
| 32 | 1 | 11,12 | Droguista instead of droguata. Possibly boticario would be better. |
| 32 | 1 | 16 | Se colocan instead of colocn. |
| 32 | 2 | 2 | Materiales instead of materiales. |
| 32 | 2 | 4 | Litro instead of litros. |

SPANISH TRANSLATION OF FBI LABORATORY MANUAL

There are listed below corrections made by Special Agent Charles R. Monticone of the New York Office, based on the translation submitted by the Bureau to New York. The references below are to the translated manuscript.

| Page | Paragraph | Line | |
|---|---|---|---|
| 1 | 1 | 1 | The last word in this line is Investigación. It is believed this should be kept in the original and the word should be Investigation. Otherwise, Investigación should be changed to the plural, Investigaciones. |
| 1 | 1 | 3 | Amèrica should have an acute accent, América. |
| 1 | 1 | 8 | Asistir means to attend. The word should be ayudar. |
| 1 | 1 | 8,9, 10,11, 12 | The sentence is retranslated as follows: Además, se conduce en el laboratorio del Bureau en Washington el trabajo de investigación en las ciencias policíacas y se efectúan por medio del Boletín de Criminalística del FBI un gran número de contribuciones a la ciencia del Cumplimiento de la ley. |
| 1 | 2 | 2 | Omit estos expertos. |
| 1 | 2 | 3 | En cuanto a instead of en relación con. |
| 1 | 2 | 4 | En los tribunales federales o estatales instead of en las cortes federales o estadales. |
| 1 | 2 | 5 | Sin gastos ningunos instead of sin costo alguno. |
| 1 | 2 | 7 | Del instead of de un. |
| 1 | 2 | 10 | Tribunales instead of cortes. |
| 1 | 3 | 3 | Ayudar a los tribunales instead of ayuda a las cortes. |
| 1 | 3 | 4 | Omit también. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 2 | 1 | 2 | Sometida, instead of ofrecida. |
| 2 | 1 | 7 | En su investigación instead of en su investigación, or possibly better still, en sus investigaciones, using the plural. |
| 2 | 1 | 8 | Ayudándole a descubrir todos los hechos conocidos del crimen (delito) instead of se ayuda en la investigación con los hechos que posee. |
| 2 | 1 | 11 | Tribunales instead of cortes. |
| 2 | 2 | 1 | Hoy día instead of hoy. |
| 2 | 2 | 3 | Tribunal instead of corte. |
| 2 | 2 | 4 | Antiguo instead of viejo. |
| 3 | 1 | 3 | Tribunal instead of corte. |
| 3 | 2 | 2 | Los tribunales instead of las cortes. |
| 3 | 3 | 4 | El tribunal instead of la corte. |
| 3 | 3 | 4 | Se interprete instead of se interpretó. |
| 3 | 4 | 3,4 | Así como de accidentes instead of así como accidentes |
| 3 | 4 | 14,15 | Y si de origen animal instead of y de origen animal. |
| 4 | 2 | 2 | Una grande colección, or better still, una colección grande instead of una gran colección. |
| 5 | 3 | 1 | La toxicología instead of simply toxicología. |
| 5 | 4 | 6 | Que se hayan usado con propósito criminal instead of los que fueron usados con propósito criminal. |
| 5 | 7 | 4 | Bruñidas instead of bruñidasa. |
| 5 | 7 | 4 | Omit se before desarrollan. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 6 | | | No corrections. |
| 7 | | | No corrections. |
| 8 | 2 | 13 | Eliminar instead of se eliminará, omitting the comma after manera. |
| 9 | | | No corrections. |
| 10 | 2 | 5 | Llegadas instead of llegada. |
| 10 | 3 | 7 | El tribunal instead of la corte. |
| 10 | 3 | 10 | Los tribunales instead of las cortes. |
| 10 | 4 | title | Dibujos de Pólvora instead of Dibujos de Pólvora. |
| 10 | 4 | 3 | Una arma instead of un arma. |
| 11 | beneath picture | | Encerrada instead of incerrada. |
| 11 | 2 | 2 | Fué instead of jué. |
| 11 | 2 | 2 | una arma instead of un arma. |
| 11 | 2 | 2 | si tal bala fué disparada de tal arma instead of si una bala dada fué disparada de una arma particular. |
| 11 | 2 | 4 | por tal instrumento instead of por un instrumento dado. |
| 12 | 2 | 6 | Cristales instead of aristaces. |
| 13 | | | No corrections. |
| 14 | 1 | 7 | Se entrenan instead of se entrenan. |
| 14 | 1 | 9 | Los tribunales instead of las cortes. |
| 15 | 3 | 7 | Al extranjero instead of en el extranjero. |
| 15 | 5 | 7 | De precisión (two words). |

| Page | Paragraph | Line | |
|---|---|---|---|
| 16 | | | No corrections. |
| 17 | | | No corrections. |
| 18 | | | No corrections. |
| 19 | 1 | 3 | También instead of tambiún. |
| 19 | 2 | 1 | La metalurgía instead of la metalurgia. |
| 20 | 2 | 10 | Omit y before tales. Also consider the possibility of omitting both y and tales. |
| 21 | beneath picture | | Fraudulentos instead of fraudelentes. |
| 21 | first title | | Robos de Bancos instead of Ribos de Bancos. |
| 21 | 1 | 2 | En el examen de martillos que se sospecha han sido utilizados, etc., instead of en el examen de los martillos, de los que se sospecha ha sido utilizados, etc. |
| 21 | 1 | 6 | A los lados de la caja fuerte instead of que haya cerca de la caja fuerte. |
| 22 | | | No corrections. |
| 23 | 2 | 1 | En aquellos casos que instead of en aquellos casos en los que. |
| 23 | 4 | 3 | Omit debiendo and change tener to teniendo. |
| 23 | 4 | 5 | Se debe tomar todo cuidado para asegurar, etc., instead of todas las precauciones deben ser tomadas en cuenta para asegurar, etc. |
| 24 | | | No corrections. |
| 25 | 1 | 4 | El tribunal instead of la corte. |
| 26 | | | No corrections. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 27 | 2 | 4 | Los problemas policíacos instead of las problemas policíacas. |
| 27 | 2 | 13,14 | Ciertos problemas policíacos instead of ciertas problemas policíacas. |
| 28 | 2 | 7 | Clasificación instead of clasificación. |
| 28 | 2 | 7,8 | Descripción instead of descripción. |
| 28 | 3 | 5 | Cambio instead of cambios. |
| 28 | 3 | 10,11 | Los tribunales instead of las cortes. |
| 29 | | | No corrections. |
| 30 | 1 | 4 | Seguridad instead of seguridas. |
| 30 | 1 | 10 | Se deben remeter instead of deben ser remitidos. |
| 30 | 3 | 3 | Símbolo instead of símvolo. |
| 31 | | | No corrections. |
| 32 | 1 | 11,12 | Droguista instead of droguste. Possibly boticario would be better. |
| 32 | 1 | 16 | Se coloca instead of coloca. |
| 32 | 2 | 2 | Materiales instead of mateirales. |
| 32 | 2 | 4 | Litro instead of litros. |

SPANISH TRANSLATION OF FBI LABORATORY MANUEL

There are listed below corrections made by Special Agent Charles R. Monticone of the New York Office, based on the translation submitted by the Bureau to New York. The references below are to the translated manuscript.

| Page | Paragraph | Line | |
|---|---|---|---|
| 1 | 1 | 1 | The last word in this line is Investigación. It is believed this should be kept in the original and the word should be Investigation. Otherwise, Investigación should be changed to the plural, Investigaciones. |
| 1 | 1 | 3 | América should have an acute accent, América. |
| 1 | 1 | 8 | Asistir means to attend. The word should be ayudar. |
| 1 | 1 | 8,9, 10,11, 12 | The sentence is retranslated as follows: Además, se conduce en el Laboratorio del Bureau en Washington el trabajo de investigación en las ciencias policíacas y se efectúan por medio del Boletín de Criminalística del FBI un gran número de contribuciones a la ciencia del Cumplimiento de la ley. |
| 1 | 2 | 2 | Omit estos expertos. |
| 1 | 2 | 3 | En cuanto a instead of en relación con. |
| 1 | 2 | 4 | En los tribunales federales o estatales instead of en las cortes federales o estadalesa. |
| 1 | 2 | 5 | Sin gastos ningunos instead of sin costo alguno. |
| 1 | 2 | 7 | Del instead of de un. |
| 1 | 2 | 10 | Tribunales instead of cortes. |
| 1 | 3 | 3 | Ayudar a los tribunales instead of ayuda a las cortes. |
| 1 | 3 | 4 | Omit también. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 2 | 1 | 2 | Sometida, instead of ofrecida. |
| 2 | 1 | 7 | En su investigación instead of enssu investigación, or possibly better still, en sus investigaciones, using the plural. |
| 2 | 1 | 8 | Ayudándole a descubrir todos los hechos conocidos del crimen (delito) instead of se ayuda en la investigacion con los hechos que posee. |
| 2 | 1 | 11 | Tribunales instead of cortes. |
| 2 | 2 | 1 | Hoy día instead of hoy. |
| 2 | 2 | 3 | Tribunal instead of corte. |
| 2 | 2 | 4 | Antiguo instead of viejo. |
| 3 | 1 | 3 | Tribunal instead of corte. |
| 3 | 2 | 2 | Los tribunales instead of las cortes. |
| 3 | 3 | 4 | El tribunal instead of la corte. |
| 3 | 3 | 4 | Se interpreta instead of se interpretó. |
| 3 | 4 | 3,4 | Así como de accidentes instead of así como accidentes |
| 3 | 4 | 14,15 | Y si de origen animal instead of y de origen animal. |
| 4 | 2 | 2 | Una grande colecoión, or better still, una colección grande instead of una gran colección. |
| 5 | 3 | 1 | La toxicología instead of simply toxicología. |
| 5 | 4 | 6 | Que se hayan usado con propósito criminal instead of los que fueron usados con propósito criminal. |
| 5 | 7 | 4 | Bruñidas instead of bruñidasá. |
| 5 | 7 | 4 | Omit se before desarrollan. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 6 | | | No corrections. |
| 7 | | | No corrections. |
| 8 | 2 | 11 | Eliminar instead of se eliminará, omitting the comma after manera. |
| 9 | | | No corrections. |
| 10 | 2 | 5 | Llegadas instead of llegada. |
| 10 | 3 | 7 | El tribunal instead of la corte. |
| 10 | 3 | 10 | los tribunales instead of las cortes. |
| 10 | 4 | title | Dibujos de Pólvora instead of Dibujos de Pólvera. |
| 10 | 4 | 3 | Una arma instead of un arma. |
| 11 | beneath picture | | Encerrada instead of incerrada. |
| 11 | 2 | 2 | Fué instead of jué. |
| 11 | 2 | 2 | una arma instead of un arma. |
| 11 | 2 | 2 | Si tal bala fué disparada de tal arma instead of si una bala dada fué disparada de una arma particular. |
| 11 | 2 | 4 | Por tal instrumento instead of por un instrumento dado. |
| 12 | 2 | 6 | Cristales instead of cristaces. |
| 13 | | | No corrections. |
| 14 | 1 | 7 | Se entrenan instead of se entreman. |
| 14 | 1 | 9 | Los tribunales instead of las cortes. |
| ~~15~~ | ~~3~~ | ~~7~~ | ~~Al extranjero instead of en el extranjero.~~ |
| 15 | 5 | 7 | De precisión (two words). |

| Page | Paragraph | Line | |
|---|---|---|---|
| 16 | | | No corrections. |
| 17 | | | No corrections. |
| 18 | | | No corrections. |
| 19 | 1 | 3 | También instead of tambiún. |
| 19 | 2 | 1 | La metalurgía instead of la metalurgia. |
| 20 | 2 | 10 | Omit y before tales. Also consider the possibility of omitting both y and tales. |
| 21 | beneath picture | | Fraudulentos instead of fraudelentes. |
| 21 | first title | | Robos de Bancos instead of Ribos de Bancos. |
| 21 | 1 | 2 | En el examen de martillos que se sospecha han sido utilizados, etc., instead of en el examen de los martillos, de los que se sospecha ha sido utilizados, etc. |
| 21 | 1 | 6 | A los lados de la caja fuerte instead of que haya cerca de la caja fuerte. |
| 22 | | | No corrections. |
| 23 | 2 | 1 | En aquellos casos que instead of en aquellos casos en los que. |
| 23 | 4 | 3 | Omit debiendo and change tener to teniendo. |
| 23 | 4 | 5 | Se debe tomar todo cuidado para asegurar, etc., instead of todas las precauciones deben ser tomadas en cuenta para asegurar, etc. |
| 24 | | | No corrections. |
| 25 | 1 | 4 | El tribunal instead of la corte. |
| 26 | | | No corrections. |

| Page | Paragraph | Line | |
|---|---|---|---|
| 27 | 2 | 4 | Los problemas policíacos instead of las problemas policíacas. |
| 27 | 2 | 13,14 | Ciertos problemas policíacos instead of ciertas problemas policíacas. |
| 28 | 2 | 7 | Clasificación instead of clasificacíin. |
| 28 | 2 | 7,8 | Descripción instead of descripcion. |
| 28 | 3 | 5 | Cambio instead of cambioá. |
| 28 | 3 | 10,11 | Los tribunales instead of las cortes. |
| 29 | | | No corrections. |
| 30 | 1 | 4 | Seguridad instead of seguridas. |
| 30 | 1 | 10 | Se deben remeter instead of deben ser remitidos. |
| 30 | 3 | 3 | Símbolo instead of símvolo. |
| 31 | | | No corrections. |
| 32 | 1 | 11,12 | Droguista instead of drogusta. Possibly boticario would be better. |
| 32 | 1 | 16 | Se coloca instead of colocа. |
| 32 | 2 | 2 | Materieles instead of mateirales. |
| 32 | 2 | 4 | Litro instead of litroá. |

K
Q
K
Q
K
Q
K
Q
Q
K
Q
K
K
Q
K
Q
K
K
Q
K
Q
K
K
Q
K
Q
K
K